



PHILIPPINE BIDDING DOCUMENTS

Procurement of an Events Management Contractor for the Central Philippines Tourism Expo 2025

PROJECT IDENTIFICATION NUMBER: MD-2025-05-0001

**Sixth Edition
May 2025**

Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.

- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.
- e. Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.
- f. For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national

buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid



INVITATION TO BID FOR THE PROCUREMENT OF EVENTS MANAGEMENT CONTRACTOR FOR THE CENTRAL PHILIPPINES TOURISM EXPO (CPTEX) 2025

1. The *Department of Tourism – Regional Office VIII*, through the *General Appropriations Act of 2025* intends to apply the sum, inclusive of applicable taxes being the ABC to payments under the contract for **“PROCUREMENT OF EVENTS MANAGEMENT CONTRACTOR FOR THE CENTRAL PHILIPPINES TOURISM EXPO (CPTEX) 2025”** [Project Identification Number: MD-2025-05-0001].

LOT NO.	QTY	ITEMS	APPROVED BUDGET FOR THE CONTRACT (ABC)
1	1	Provision of goods and services for the implementation of the Central Philippines Tourism Expo 2025 through an Events Management Contractor	9,500,000.00
		TOTAL	Php9,500,000.00

Bids received in excess of the ABC shall be automatically rejected at bid opening.

2. The *Department of Tourism – Regional Office VIII* now invites bids for the above Procurement Project. Delivery of the Goods is required within the dates provided in the Schedule of Requirements and Technical Specifications. Bidders should have completed, within **two (2) years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary “*pass/fail*” criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.

4. Prospective Bidders may obtain further information from the *Department of Tourism – Regional Office VIII Bids and Awards Committee (BAC)* through the contact details given below and inspect the Bidding Documents as posted on the websites of the DOT and the Philippine Government Electronic Procurement System (PhilGEPS).
5. A complete set of Bidding Documents may be acquired by interested Bidders on *09 May 2025 (8:00 AM to 5:00 PM) to 02 June 2025 (8:00 AM to 5:00 PM)* from the given address and website(s) below.

6. The *Department of Tourism – Regional Office VIII* will hold a Pre-Bid Conference on **19 May 2025 (10:00 AM)** through **video conferencing or webcasting via Zoom / Google Meet Platform**, which shall be open to prospective bidders. The prospective bidders are advised to send their intent to participate to the *Department of Tourism – Regional Office VIII BAC Committee* official email at bacsecretariat.dot8@gmail.com not later than 12:00 NN on 16 May 2025.
7. Bids must be duly received by the BAC Secretariat through physical/manual submission at the office address indicated below, on or before **5:00 PM of 29 May 2025**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB Clause 14**.
9. Bid opening shall be on **02 June 2025 at 2:00 PM** at the given address below and/or via **video conferencing or webcasting via Zoom / Google Meet Platform**. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. All documents shall be current and updated, and any missing documents in the checklist is a ground for outright rejection of the bid. Bidder shall submit one (1) original and two (2) certified true photocopies of the first and second components of its bid in a sealed envelope.

To facilitate the evaluation of the bids, bidders are advised to follow the arrangement in the checklist when placed in an Envelope, with documents bounded, tabbed, and labeled accordingly.

11. The *Department of Tourism – Regional Office VIII* reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
12. For further information, please refer to:
Patrick Steven A. Buena
Chair, BAC Secretariat
Department of Tourism – Regional Office VIII
Brgy. 25 Kanhuraw Hill, Magsaysay Boulevard, Tacloban City
bacsecretariat.dot8@gmail.com / www.tourism.gov.ph
053 830 3700
13. You may visit the following websites:

For downloading of Bidding Documents: www.philgeps.gov.ph

08 May 2025


BORIS P. PASCUBILLO
BAC Chairperson

Section II. Instructions to Bidders

1. Scope of Bid

The Procuring Entity, *Department of Tourism – Regional Office VIII* wishes to receive Bids for the **“PROCUREMENT OF EVENTS MANAGEMENT CONTRACTOR FOR THE CENTRAL PHILIPPINES TOURISM EXPO (CPTEX) 2025** with identification number *Project Identification Number: MD-2025-05-0001*

The Procurement Project (referred to herein as “Project”) is composed of **ONE (1) LOT**, the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for:

Lot No. 1 – Nine Million Five Hundred Thousand Pesos Only (Ph9,500,000.00)

2.2. The source of funding is the General Appropriations Act of 2025

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

- 5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.
- 5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.

- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to at least fifty percent (50%) of the ABC.
- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Procuring Entity has prescribed that ***Subcontracting is not allowed.***

8. Pre-Bid Conference

The Procuring Entity will hold a virtual pre-bid conference for this Project on 17 May 2025 at 10:00 AM as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within ***two (2) years*** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in the **BDS**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in Philippine Peso.

14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security shall be valid for 120 calendar days from the date of opening of proposals. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one (1) original and two (2) certified true copies of the first and second components of its Bid.

The Procuring Entity may request additional hard copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time at its physical address as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

19.1. The Procuring Entity's BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

19.2. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

19.3. The Project shall be awarded as One Project having several items that shall be awarded as one contract.

- 19.4. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Bid Data Sheet

ITB Clause											
5.3	For this purpose, contracts similar to the Project shall be: a. <i>Provision of Events Management Contractor Services</i> b. completed within <i>two (2) years</i> prior to the deadline for the submission and receipt of bids.										
7.1	<i>Subcontracting is not allowed</i>										
12	The price of the Goods shall be quoted DDP – <i>Department of Tourism – Regional Office VIII</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.										
14.1	The bid security shall be in the form of a Bid Securing Declaration										
15	Each Bidder shall submit one (1) original and two (2) certified true copies of the first and second components of its bid.										
19.3	<table><tr><th>ITEM NO.</th><th>DESCRIPTION</th><th>QTY</th><th>UNIT</th><th>TOTAL INCLUSIVE OF ALL APPLICABLE TAXES</th></tr><tr><td>1</td><td>EVENTS MANAGEMENT CONTRACTOR</td><td>1</td><td>Package</td><td>9,500,000.00</td></tr></table>	ITEM NO.	DESCRIPTION	QTY	UNIT	TOTAL INCLUSIVE OF ALL APPLICABLE TAXES	1	EVENTS MANAGEMENT CONTRACTOR	1	Package	9,500,000.00
ITEM NO.	DESCRIPTION	QTY	UNIT	TOTAL INCLUSIVE OF ALL APPLICABLE TAXES							
1	EVENTS MANAGEMENT CONTRACTOR	1	Package	9,500,000.00							
20.1	<i>No further instructions</i>										
20.2	<i>No further instructions</i>										

Section IV. General Conditions of Contract

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section VII (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>The delivery terms applicable to this Contract are delivered <i>at the Department of Tourism – Regional Office VIII, Brgy. 25 Kanhuraw Hill, Magsaysay Boulevard, Tacloban City</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is</p> <p>Name of End User: MS. MA. CATHERINA M. APOSTOL Position: Chief Tourism Operations Officer Office: Department of Tourism – Regional Office VIII, Brgy. 25 Kanhuraw Hill, Magsaysay Boulevard, Tacloban City Telephone No.: 053 830 370 Mobile No.: 0926 Email Address: bacsecretariat.dot8@gmail.com / dotreg8@yahoo.com</p> <p>Incidental Services –</p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ol style="list-style-type: none"> a. performance or supervision of on-site assembly and/or start-up of the supplied Goods; b. furnishing of tools required for assembly and/or maintenance of the supplied Goods; c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract.

	<p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p> <p>Packaging –</p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods’ final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <ul style="list-style-type: none"> ○ Name of the Procuring Entity ○ Name of the Supplier ○ Contract Description ○ Final Destination ○ Gross weight ○ Any special lifting instructions ○ Any special handling instructions ○ Any relevant HAZCHEM classifications <p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
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	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	Partial Payment is not allowed
4	The deliverables of required goods shall be subject to the inspection and acceptance of the project officer.

Section VI. 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	Procurement of Events Management Contractor for the Central Philippines Tourism Expo (Cptex) 2025	Lot	1	20 – 22 June 2025 after the issuance of Notice to Proceed

The project site is at the Robinsons Place Marasbaras, Tacloban City.

*More detailed service requirements and technical specifications are found under Section VII. Technical Specifications. *

Conforme:

Name of Bidder's/Representative

Signature/Date

Section VII. Technical Specifications

Technical Specifications / Terms of Reference

I. Background and Rationale

The Central Philippines Tourism Expo (CPTEX) is a collaborative effort of the Department of Tourism Central Philippines Regional Offices (CALABARZON, MIMAROPA, Bicol Region, Western Visayas, Central Visayas, and Eastern Visayas) in line with the Department of Tourism's 7-point agenda of Equalization of Tourism Product Development and Promotion, Maximization of Domestic Tourism, and Strengthening Tourism Governance through Close Collaboration with LGUs and Stakeholders.

Anchored on Republic Act No. 9593, or the Tourism Act of 2009, and aligned with the National Tourism Development Plan (NTDP), the Expo aims to advance sustainable and inclusive tourism growth by promoting regional destinations and products. CPTEx also contributes to achieving the broader goals of enhancing market access, stimulating local economies, and fostering cultural appreciation.

The 3rd CPTEx will be held from June 20-22, 2025, at Robinsons Place, Tacloban City. It will feature a travel trade exposition showcasing regional culture, natural wonders, and tourism products. Activities include product presentations, cultural showcases, panel discussions on culture, cuisine, and creativity, and business networking sessions.

II. OBJECTIVES

1. Promote and market the Central Philippine regions to both domestic and international tourists, highlighting their unique appeal and tourism potential.
2. Showcase key tourism destinations, products, services, and facilities across the Philippine regions to attract greater visitor interest and investment.
3. Foster networking opportunities among DOT-accredited tourism stakeholders in the Central Philippines and other regions to encourage collaboration and partnerships.
4. Support inclusive economic growth by identifying and developing potential or existing local products that can contribute to community-based tourism.
5. Strengthen tourism attractions and activities through an engaging travel and trade expo that highlights regional offerings and experiences.
6. Promote the event through targeted social media campaigns to maximize public awareness and engagement.

III. SCOPE OF WORK/DELIVERABLES

1. The Event Management Company (EMC) will oversee all aspects of the 3-day event, ensuring a seamless execution across different locations and formats. The EMC's role includes:
2. Conceptualize and execute Full Program and Stage Management
3. Technical Direction and Production Management
4. Audio-Visual, Lights and Led wall Technical Requirements and Staging
5. Logistical Requirements
6. Talent and Entertainment Coordination
7. Visual Styling and Branding Execution

Item	Specification	Statement of Compliance
1	<p>A. Overall Event Management</p> <ol style="list-style-type: none"> 1. Create a competent Event Management Team, with a minimum experience of ten (10) years, who shall coordinate, oversee the light, sound, audio-visual, scenery, technical requirements, staging, choreography and other elements and requirements of the travel trade event. The Event Management Company shall source the appropriate artists, technical practitioners, and other essential services required to implement the overall program scenario for the Opening and Closing Ceremonies as well as Dinner Reception which may include, but not limited to the following: <ol style="list-style-type: none"> a. Event/Show Director (Key Personnel) b. Project Manager (Key Personnel) c. Technical Director d. Lighting Director e. Audio Spinner f. Playback g. Production Manager h. Stage Manager i. Assistant Stage Manager j. Stage Designer k. Booth Designers l. Multimedia Arts Designer m. Script Writer n. Events Coordinator o. Emcee/Host p. Others, as may deem necessary 2. Provide the necessary Physical and Technical Requirements as listed: Over-all venue décor/execution and construction for the abovementioned event to include, but not be limited to: <ol style="list-style-type: none"> a. Booth and stage design/decoration in the following areas: <ol style="list-style-type: none"> 1. Main Stage Set-Up at Robinsons Place (Expansion Area) <ul style="list-style-type: none"> • Overall supplier/technician for sounds and lights to coordinate requirements with DOT Eastern Visayas staff • Professional sound and light systems • Stage Set-up: Elevated Stage, LED Wall (size must be proportion to the stage size), rostrum/podium with acrylic DOT Logo, Infinite Escapes logo, and Love the Philippines logo, flowers and plants, 2 professional emcees for the event, • Stage design aligned with the theme 2. Activity Area (Annex) <ul style="list-style-type: none"> • Stage set-up with LED Wall and basic lights and sounds • Experiential set-up of selected Eastern Visayas products (Golf area, diving gears showroom, wall climbing, and 	

	<p>other experiential zones relevant to the region's tourism offerings)</p> <p>3. Eastern Visayas Booth (1st floor, Main mall)</p> <ul style="list-style-type: none"> • Area: 5 x 8 meters • Design Requirements: <ul style="list-style-type: none"> - 2 to 3 booth design proposals subject for comments and approval of DOT8 - Booth design, prints, photos, decors must be reflective of the region's identity - Must have photos of Eastern Visayas tourism products/destinations - Entire booth must be well-lighted • Physical Requirements: <ul style="list-style-type: none"> • 3 High Tables (with storage and padlock) - Each table must have own electrical socket at the bottom or sides - Trash bin for each table • 3 Semi-high chair (1 for each table) • 3 Brochure rack for each table • 1 Television (for video presentation) • 1 Meeting lounge (good for 4 to 6 pax) • 1 Pantry area (Water dispenser, daily re-stock of coffee, sugar, and creamer, paper cups, mini paper plates, disposable utensils, and stirrer) <p>4. CPTEX Special Set up (2nd floor, Main mall)</p> <ul style="list-style-type: none"> • Area: 3.2 x 7.6 meters • Design must be inclusive of the unique aspects of each of the CPTEX regions (R4A, R4B, R5, R6, R7, and R8) <p>5. Business-to-Business Session Venue</p> <ul style="list-style-type: none"> • Overall supplier/technician for sounds and lights to coordinate requirements with DOT Eastern Visayas staff • Professional sound and light systems • Stage Set-up: Elevated Stage, LED Wall (size must be proportion to the stage size), rostrum/podium with acrylic DOT Logo, Infinite Escapes logo, and Love the Philippines logo, flowers and plants, 2 professional emcees for the event, and other elements essential to the visual and functional design of the stage. • Stage design aligned with the theme • Lease of venue with meals <p>6. DOT Eastern Visayas Welcome Dinner (Payapay Seafood Park)</p> <ul style="list-style-type: none"> • Overall supplier/technician for sounds and lights to coordinate requirements with DOT Eastern Visayas staff • Professional sound and light systems • Stage Set-up: Elevated Stage, LED Wall (size must be proportion to the stage size), rostrum/podium with acrylic DOT Logo, Infinite Escapes logo, and Love the Philippines logo, flowers and plants, 2 professional 	
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	<p>emcees for the event, and other elements essential to the visual and functional design of the stage.</p> <ul style="list-style-type: none"> • Stage design aligned with the theme (outdoor set-up) • Lease of venue with meals <p>b. Special installations and enhancement to include (but not limited to) the following</p> <ul style="list-style-type: none"> - Welcome Arc - Photowall/Backdrop - Mall Wayfinders (Banners/Signages) - Marquee with light (Letter Standee of: #CPTEX, LOVE THE PHILIPPINES, INFINITE ESCAPES, EASTERN VISAYAS LOGO, DOT LOGO) <p>c. Provide the following requirements for the event and coordinate with the technical team of the venue for the set up and installation of all physical and technical requirements, to include, but not be limited to the following:</p> <ul style="list-style-type: none"> - Audio-Visual and Lighting System (speakers, microphones, and other related equipment.) - Broadcast and Streaming Machines - Broadcast Full HD Camera and Video Capture devices - Camera / Video Switching Equipment - TV Presentation Monitors to show Online viewers and Presentation to on Site Speaker/Host. - LED wall screen, backdrop, stage / set design - LED projector and screen (as needed) - Stage truss system (as needed] - Speakers' technical requirements - Microphones (lapel and wireless) - Amplifiers - Laptops (mac and windows) with appropriate connectors - Presentation Clicker/Laser Pointer/Easel - Appropriate cables and video adapters (VGA, HDMI, and other related equipment); and - Professional lighting system (if needed) - Close circuit camera and dedicated camera/s for documentation purposes - Other requirements/equipment needed for streaming live the pre-recorded/online sessions at the venue <p>d. Conceptualize, implement and manage the overall program flow, set up and staging requirements and other event highlights</p> <p>e. Coordinate with selected venue for necessary arrangements</p> <p>f. Facilitate ingress to egress and other physical requirements</p>	
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	<p>B. Detailed Daily Event Activities</p> <p>DAY 1: PRE-EVENT FUN FARE, OPENING PROGRAM and WELCOME DINNER</p> <p><i>A ceremonial kickoff showcasing the spirit and culture of the Eastern Visayas region through a curated program featuring keynote messages, choreographed performances, and cultural showcases.</i></p> <ol style="list-style-type: none"> 1. Conceptualize, implement and manage the Pre-event Fun Fare, Opening Program, Lunch Program and entertainment, Welcome Dinner Program and entertainment 2. Conceptualize and choreograph an opening entertainment production that features dancers from Regions IV-A, IV-B, V, VI, VII, and VIII, highlighting their unique cultural identities and contemporary interpretations to celebrate the richness and diversity of regional talent. 3. Create a Jingle for Central Philippines Tourism Expo (CPTEX) 2025. 4. Provide technical requirements such as sound system, stage lay-out artist, and lighting facilities. 5. Source and hire cultural/event performers (such as soloist singer/choir/bands and cultural/festival dancers), host, and other related services. for the Opening Program, Welcome Dinner and Production Numbers: Coordinate logistical arrangements of the production, including engagement of performers and hosts. 6. Conceptualize and execute a welcome dinner program: <ul style="list-style-type: none"> • Set up a welcome activity/render an upbeat musical performance to set a festive mood while guests arrive • Set up a photo booth with props or conceptualize similar attractions that will engage the participation of guests • Devise a program that will allow the Regional Representative and/or other officials to deliver a speech • Provide an emcee/host 7. Provide individuals/group of entertainers during the Pre-event fun fare on stage and Product Presentations, inclusive of local talent fees, meals and honoraria <p>DAY 2: PRODUCT PRESENTATION PER REGION ON STAGE AND PANEL DISCUSSIONS (ROBINSONS PLACE)</p> <p><i>Engaging and interactive mall-based programs aimed at promoting Philippine tourism products and destinations to the general public through live product presentations, entertainment segments, panel discussions, games, and promotional activities.</i></p> <ol style="list-style-type: none"> 1. Conceptualize, implement and manage the event plan/program for the second day 2. Provide technical requirements such as sound system, stage lay-out artist, and lighting facilities. 3. Provide individuals/group of entertainers during the Product Presentations on stage inclusive of local talent fees, meals and honoraria 4. Provide an Emcee for the activities 5. Manage the live and product presentation of exhibitors 	
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BUSINESS TO BUSINESS (B2B) SESSION

Structured networking and business matching activities between tourism stakeholders, sellers, and buyers held in a formal setting. This includes pre-arranged meetings, tabletop setups, and presentation platforms designed to foster partnership and collaboration.

1. Conceptualize, implement and manage the business – to – business (B2B) session
2. Provide technical requirements such as sound system, stage lay-out artist, and lighting facilities.
3. Provide necessary A4 Acrylic Stand
4. Emcee or Voice Over to facilitate and manage the program of B2B
5. Enhancement and arrangements of tables and chairs during the B2B
6. Entertainment for the Opening of B2B Session

DAY 3: PRODUCT PRESENTATION PER REGION ON STAGE AND PANEL DISCUSSIONS (ROBINSONS PLACE)

1. Conceptualize, implement and manage the event plan/program for the third day
2. Provide technical requirements such as sound system, stage lay-out artist, and lighting facilities.
3. Provide individuals/group of entertainers during the B2C inclusive of local talent fees, meals or honoraria
4. Provide an Emcee for the activities
5. Manage the live and product presentation of exhibitors

C. Social Media Management, Marketing, and Event Promotions

The Event Management Company (EMC) shall:

1. **Pre-Event Promotions:**
 - Develop a comprehensive social media campaign plan across key platforms.
 - Create a social media page specifically for CPTEX 2025.
 - Create scheduled posts, teasers, and event highlights to be posted in the official CPTEX page and cross posted in the existing pages of DOT Eastern Visayas.
 - Coordinate with DOT Regional Offices for materials to be used in the pre-event promotions.
2. **Content Creation:**
 - Develop graphics, short videos, reels, posters aligned with branding.
 - Execute daily updates and real-time posts during the event.
3. **Community Engagement:**
 - Respond to audience inquiries and comments.
 - Engage with attendees and the general public through interactive posts.
4. **Paid Advertising Management** (if applicable):
 - Manage and optimize boosted posts
5. **Post-Event Wrap-Up:**
 - Provide a complete Social Media Analytics Report summarizing reach, engagement, and impressions.

D. Honorarium

1. Professional fees for the following:
 - All DOT Eastern Visayas Resource speakers for the Product Presentations and Panel Discussions
 - Event hosts/Emcee (Opening Program, DOT Eastern Visayas Welcome Dinner, Business-to-Business session, daily on-stage product presentations, Annex area activities)
 - Daily panel discussion moderator for all 3 topics
 - Cultural Performers (Opening Program, DOT Eastern Visayas Welcome Dinner, Business-to-Business session, daily on-stage product presentations, Annex area activities)

**Honorarium fee shall be based on the DBM guidelines.*

E. Photo and Video Documentation

1. Provide a documentation team to document whole proceedings (Opening Program and Welcome Dinner, Product Presentations, Business to Business Sessions, and Panel Discussions)
2. Full photo and video coverage from start with a full documentation AVP or 3-5 minutes SDE to be shown at hosted dinners
3. Video highlights as final output

F. Tokens and Giveaways

1. Generic: 300 sets Eastern Visayas-themed giveaways, locally sourced items
2. VIP: 80 sets corporate giveaways
3. Event Shirt: 200 pcs

G. Meals / Lease of Venue Requirements

Particulars	Location	No. of Pax	Remarks
Tourism Expo	Robinsons Place Marasbaras	250	Dates: 20-22 June 2025 (3 days) Packed Lunch: Bento meal with water (2 viands, 1 Vegetable, and Rice)
Welcome Dinner	Venue must be outdoor, open space, and can accommodate at least 200 pax	250	Date: 20 June 2025 Barbecue night set-up. There must also be a separate spread showcasing local delicacies of the region.

Business-to-Business Session	Venue of B2B must be within 500 meter radius from Robinsons Place Marasbaras Tacloban	250	Date: 21 June 2025 Lunch time Food must be a selection of Eastern Visayan Cuisine.
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H. Meals / Lease of Venue Requirements

Room Type	No. of Rooms	Dates inclusive	Remarks
Suite Room	3	Check in: 19 June 2025 Check out: 21 June 2025	Must be within 500 meter radius from Robinsons Place Marasbaras Tacloban
Standard Room	13	Check in: 18 June 2025 Check out: 23 June 2025	Must be within 500 meter radius from Robinsons Place Marasbaras Tacloban

I. Transportation

Vehicle Type	No. of Vehicles	Date of Use	Remarks
Air Conditioned Vans	10 units	19-23 June 2025 (Palo-Tacloban area only)	All vehicles must have basic first-aid kits. Use of vehicle may

IV. Qualification of Bidder

1. Company Qualifications:

- The Event Management Company must be Filipino owned, operated, and legally registered as an Events Management Company, Project Management Company, or Production House under Philippine law.
- The company must have been in operation for at least ten (10) years.
- A proven track record of handling similar projects is required.
- The company must submit a list of large-scale national events (with a minimum of 300 national and local attendees) and local events it has managed in the past ten (10) years.

	<ul style="list-style-type: none"> • The company must have successfully conducted at least five (5) similar travel trade events in the last two (2) years. A Certificate of Satisfactory Completion and proof of such engagements must be attached. <p>2. Personnel Experience:</p> <ul style="list-style-type: none"> • Key personnel must have a minimum of ten (10) years of relevant experience in managing events of a similar nature. • CVs of the Key Personnel must be attached as part of the technical submissions. <p>V. BUDGET REQUIREMENT</p> <p>The proposed budget for this project is Nine Million Five Hundred Thousand Pesos Only (9,500,000.00) inclusive of all applicable taxes.</p>	
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Section VIII. Checklist of Technical and Financial Documents

Checklist of Technical and Financial Documents

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) **in accordance with Section 8.5.2 of the IRR;**

Technical Documents

- (b) Statement of the prospective bidder of all its 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; **and**
- (c) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- (e) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (f) Original duly signed Omnibus Sworn Statement (OSS) **and** if applicable, Original Notarized Secretary’s Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- (g) The prospective bidder’s computation of Net Financial Contracting Capacity (NFCC) **or** A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class “B” Documents

- (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence **or** duly notarized statements 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.

II. FINANCIAL COMPONENT ENVELOPE

- (i) Original of duly signed and accomplished Financial Bid Form; **and**
- (j) Original of duly signed and accomplished Price Schedule(s).

Other documentary requirements under RA No. 9184 (as applicable)

- (k) *[For foreign bidders claiming by reason of their country’s extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

