

CHECKLIST OF ELIGIBILITY AND TECHNICAL DOCUMENTS FOR SUBMISSION

Class “A” Documents

(1) Legal Documents

- PhilGEPS Platinum Certificate of Registration with Annex A;
- Registration certificate (SEC, DTI, or CDA);
- Y2018 Mayor's/Business Permit or the equivalent document for Exclusive Economic Zones or Areas; and
- Tax Clearance Certificate;

(2) Technical Documents

- Statement of all Ongoing Private and Government Contracts, Including Contracts Awarded but not yet Started, if any (Use prescribed GPPB form);
- Statement of Single Largest Completed Contract, which is similar in nature, within five (5) years from the date of submission and receipt of bids supported by the End-User's Acceptance or Official Receipt or Sales Invoice (Use prescribed GPPB form);
- Bid Security in any of the following forms:
 - Cash or cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank (2% of the ABC); or
 - Surety bond (5% of the ABC) with a Certificate from the Insurance Commission; or
 - Bid Securing Declaration
- Compliance with Section VI. Schedule of Requirements
- Compliance with Section VII. Technical Specifications
- Omnibus Sworn Statement
- Authority of the Signatory

(3) Financial Documents

- Y2016 Audited Financial Statement (AFS)
- Net Financial Contracting Capacity (NFCC) computation or Committed Line of Credit

Class “B” Documents

- JVA or the Duly Notarized Statement in accordance with Section 23.1(b) of the 2016 Revised IRR, if applicable

