

# **PHILIPPINE BIDDING DOCUMENTS**

(As Harmonized with Development Partners)

## **Supply and Delivery of Science and Mathematics Equipment (SME) Packages for Grades 7-10**

Project Identification Number: CPB-13-2023

Government of the Republic of the Philippines

**Sixth Edition  
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# 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***

### **Notes on the Invitation to Bid**

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.





Republic of the Philippines  
**Department of Education**  
 Region VI-Western Visayas  
**SCHOOLS DIVISION OF SAGAY CITY**

**INVITATION TO BID FOR**  
**Supply and Delivery**  
**of Science and Mathematics Equipment (SME) Packages for**  
**Grades 7-10**

PROJECT NO. CPB-13-2023

- The Department of Education, through the **FY 2022 GAA** intends to apply the sum of **Seven Hundred Seventy Eight Thousand Eight Hundred Pesos (Php 778,800.00)** being the ABC to payment under the contract **Supply and Delivery of Science and Mathematics Equipment (SME) Packages for Grades 7-10**. Bids received in excess of the ABC shall be automatically rejected at bid opening.

Description	Quantity	Contract Duration	Location of Delivery	Approved Budget for the Contract (ABC)
<b>12 sets of tools and equipment, each set is composed of:</b>				
Meterstick, plastic	10 pcs	90 CD	DepEd – Division of Sagay City	Php 778,800.00
Protractor (for student)	20 pcs			
Ruler, Plastic, 12 inches or 30 cm	20 pcs			
Tape Measure, 1.5 meters	10 pcs			
Flask, Volumetric, borosilicate 250 mL	2 pcs			
Graduated Cylinder, borosilicate, 10 mL	2 pcs			
Graduated Cylinder, borosilicate, 100 mL	2 pcs			
pH Meter, hand-held	2 pcs			
Thermometer, Laboratory type, Alcohol, - 20°C to 110°C	3 pcs			
Universal pH Paper, pH 0-14, 100 strips/pack	2 packs			
Beaker, borosilicate, 1000 mL	2 pcs			
Dish, Petri	3 pcs			
Beaker, borosilicate, 250 mL	3 pcs			
Beaker, borosilicate, 500 mL	3 pcs			
Burner, Alcohol, glass, 150 ml. Capacity	3 pcs			
Mortar and Pestle, porcelain, 150 mL.	3 pcs			
Rubber Stopper # 6 for Erlenmeyer Flask (narrow-mouth) 250 mL , 1 hole	3 pcs			
Test tube brush	3 pcs			
Test Tube, borosilicate, Ø 16 mm x 150 mm long	20 pcs			

Vial, screw-neck, 50 mL. (with screw-type plastic cap)	20 pcs			
Watch Glass, Ø 90 mm	3 pcs			
Lens Paper, 50's/pack	3 packs			
Filter Paper, crepe, 580mm x 580 mm sheet, Grade 0905	5 sheet			
Nichrome wire. 0.4, 100 ft (1 spool per package = 1.1 oz minimum with spool)	1 spool			
Triangular File, fine, 6-inch long, with plastic handle	3 pcs			
Globe, Terrestrial	3 units			
Musical Instrument (Miniature Guitar)	3 pcs			
<b>Set of Tools</b>				
<i>Ball Peen Hammer, handle length is 11-inch, 350g approx. weight, 1 pc/set</i>	1 set			
<i>Long Nose Pliers, 6-inch, 1 pair/set</i>	1 set			
<i>Mechanical Wire Cutter and Pliers, 6.5-inch, 1 pair/set</i>	1 set			
<i>Precision Screwdrivers Set, 6 pcs/set, with plastic casing, 1 set/set</i>	1 set			
<i>Screwdriver, flat, 6-inch, 1 pc/set</i>	1 set			
<i>Screwdriver, phillips, 6-inch, 1 pc/set</i>	1 set			
<i>Soldering Iron, 60 watts, 1 pc/set</i>	1 set			
<i>Soldering Lead, Ø1mm, Grade 60/40, Wt.: 1 lb/spool, 1 spool/set</i>	1 set			
<i>Soldering Paste, 50 grams/can, 1 can/set</i>	1 set			
<i>Tweezers, stainless steel, with curved tips, 6.5-inch long, 1 pair/set</i>	1 set			
Glass Cover Slips, 100's/box	5 boxes			
Glass Slides, 72's/box	5 boxes			
Compass, Magnetic	3 pcs			
Pipette, Beral, 1 mL	20 pcs			
Gloves, Hand, super nitrile	3 pair			
Flashlight with incandescent bulb	1 pc			
Lamp, Desk, Heavy Base	3 unit			
Calculator, Scientific	20 pcs			
Stopwatch, digital	3 pcs			

2. The Department of Education now invites bids for the above Procurement Project. Delivery of the Goods is required within **90 CD**. Bidders should have completed, within three (3) 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.
  - a. 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 Department of Education-Division of Sagay City and inspect the Bidding Documents at the address given below during office hours at 8 a.m.-5 p.m.
5. A complete set of Bidding Documents may be acquired by interested Bidders on **October 27-November 21, 2023** from the given address and website below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **One Thousand Pesos (Php 1,000.00)**. The Procuring Entity shall allow the bidder to present its proof of payment for the fees through electronic means.
6. The Department of Education Division of Sagay City will hold a **Pre-Bid Conference on November 7, 2023; 9:00 a.m. at the Division Office Conference Room**. Link will be provided to prospective bidders who opt to join virtually.
7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below **on or before November 21, 2023; 9 a.m.** 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 **November 21, 2023; 9 a.m** at the Conference Room of the New Division Office, Sitio Chloe, Brgy. Rizal, Sagay City. Bids will be opened in the presence of the bidders’ representatives who choose to attend the activity.
10. The Department of Education 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.
11. For further information, please refer to:

**JOMELYN G. BELEGANIO**  
BAC Secretariat  
DepEd-Division of Sagay City  
Sitio Chloe, Brgy. Rizal, Sagay City  
sagacity.bac@deped.gov.ph  
0951-974-9647

12. You may visit the following website: For downloading of Bidding Documents:  
[depedsagay.com](http://depedsagay.com)

**(Sgd.) SAMUEL J. MALAYO**  
Education Program Supervisor  
OIC, Office of the Assistant Schools Division Superintendent  
BAC Chairman

## ***Section II. Instructions to Bidders***

### **Notes on the Instructions to Bidders**

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

## 1. Scope of Bid

The Procuring Entity, Department of Education-Division of Sagay City wishes to receive Bids for the **Supply and Delivery of Science and Mathematics Equipment (SME) Packages for Grades 7-10** with identification number **CBP-13-2023**.

The Procurement Project (referred to herein as “Project **CBP-13-2023**”) is composed of 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 CY 2022 in the amount of **Seven Hundred Seventy Eight Thousand Eight Hundred Pesos (Php 778,800.00)**.

2.2. The source of funding is:

- a. NGA, the General Appropriations Act or Special Appropriations.

## 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.

- a. Foreign ownership exceeding those allowed under the rules may participate pursuant to:
  - i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
  - ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
  - iii. When the Goods sought to be procured are not available from local suppliers; or
  - iv. When there is a need to prevent situations that defeat competition or restrain trade.

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:

- b. For procurement where the Procuring Entity has determined, after the conduct of market research, that imposition of either (a) or (b) will likely result to failure of bidding or monopoly that will defeat the purpose of public bidding: the Bidder should comply with the following requirements:
  - i. Completed at least two (2) similar contracts, the aggregate amount of which should be equivalent to at least *fifty percent (50%) in the case of non-expendable supplies and services or twenty-five percent (25%) in the case of expendable supplies*] of the ABC for this Project; and
  - ii. The largest of these similar contracts must be equivalent to at least half of the percentage of the ABC as required above.

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 Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. **Subcontracting is not allowed.**

## **8. Pre-Bid Conference**

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time 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 3 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.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## 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 e.
  - b. For Goods offered from abroad:
    - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
    - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

## 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:

- a. Philippine Pesos.

## 14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration<sup>1</sup> 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 until **March 20, 2024**. 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 original copy and two photocopies of the first and second components of its Bid.

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

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## 16. Deadline for Submission of Bids

- 16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission 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.

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<sup>1</sup> In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

## 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 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. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. 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.
- 19.4. The Project shall be awarded as follows:  
  
Option 1 – One Project having several items that shall be awarded as one contract.
- 19.5. 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***

### **Notes on the Bid Data Sheet**

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

# Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ul style="list-style-type: none"> <li>a. supply and delivery of office supplies; educational materials and supplies; laboratory supplies and equipment; industrial tools and equipment</li> <li>b. completed within 3 years prior to the deadline for the submission and receipt of bids.</li> </ul>
7.1	No further instructions.
12	The price of the Goods shall be quoted DDP (Delivered Duty Paid).
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <ul style="list-style-type: none"> <li>a. The amount of not less than <b>Fifteen Thousand Five Hundred Seventy Six Pesos (Php15,576.00)</b>, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>b. The amount of not less than <b>Thirty Eight Thousand Nine Hundred Forty Pesos (Php38,940.00)</b> if bid security is in Surety Bond.</li> </ul>
19.3	<p>The lot and reference is:</p> <p>supply and delivery of 12 sets of tools and equipment</p> <p>(please see technical specifications)</p>
20.2	No further instructions.
21.2	No further instructions.

## ***Section IV. General Conditions of Contract***

### **Notes on the General Conditions of Contract**

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special 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 prior to 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 IV (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**

- 6.1. 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.
- 6.2. 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***

### **Notes on the Special Conditions of Contract**

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

## Special Conditions of Contract

GCC Clause	
	<p><b>Delivery and Documents –</b></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 at DepEd-Division of Sagay City. 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 style="padding-left: 40px;">Martsette D. Sabbaluca, CESO VI Schools Division Superintendent</p> <p><b>Incidental Services –</b></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> <ul style="list-style-type: none"> <li>a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;</li> <li>b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;</li> <li>c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;</li> <li>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; and</li> </ul>
	<ul style="list-style-type: none"> <li>e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.</li> <li>f. <i>[Specify additional incidental service requirements, as needed.]</i></li> </ul> <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>

**Spare Parts –**

The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:

*Select appropriate requirements and delete the rest.*

- a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and
- b. in the event of termination of production of the spare parts:
  - i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and
  - ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.

The spare parts and other components required are listed in **Section VI (Schedule of Requirements)** and the cost thereof are included in the contract price.

The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of *[indicate here the time period specified. If not used indicate a time period of three times the warranty period]*.

Spare parts or components shall be supplied as promptly as possible, but in any case, within *[insert appropriate time period]* months of placing the order.

**Packaging –**

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>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> <p>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>
	<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><b>Transportation –</b></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>
	<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</p>

	<p>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><b>Intellectual Property Rights –</b></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	<i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”
4	The inspections and tests that will be conducted during post qualification process

## *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.

Description	Quantity	Delivered, Weeks/Months
<b>12 sets of tools and equipment, each set is composed of:</b>		90 CD
Meterstick, plastic	10 pcs	
Protractor (for student)	20 pcs	
Ruler, Plastic, 12 inches or 30 cm	20 pcs	
Tape Measure, 1.5 meters	10 pcs	
Flask, Volumetric, borosilicate 250 mL	2 pcs	
Graduated Cylinder, borosilicate, 10 mL	2 pcs	
Graduated Cylinder, borosilicate, 100 mL	2 pcs	
pH Meter, hand-held	2 pcs	
Thermometer, Laboratory type, Alcohol, -20°C to 110°C	3 pcs	
Universal pH Paper, pH 0-14, 100 strips/pack	2 packs	
Beaker, borosilicate, 1000 mL	2 pcs	
Dish, Petri	3 pcs	
Beaker, borosilicate, 250 mL	3 pcs	
Beaker, borosilicate, 500 mL	3 pcs	
Burner, Alcohol, glass, 150 ml. Capacity	3 pcs	
Mortar and Pestle, porcelain, 150 mL.	3 pcs	
Rubber Stopper # 6 for Erlenmeyer Flask (narrow-mouth) 250 mL , 1 hole	3 pcs	
Test tube brush	3 pcs	
Test Tube, borosilicate, Ø 16 mm x 150 mm long	20 pcs	
Vial, screw-neck, 50 mL. (with screw-type plastic cap)	20 pcs	
Watch Glass, Ø 90 mm	3 pcs	
Lens Paper, 50's/pack	3 packs	
Filter Paper, crepe, 580mm x 580 mm sheet, Grade 0905	5 sheet	
Nichrome wire. 0.4, 100 ft (1 spool per package = 1.1 oz minimum with spool)	1 spool	
Triangular File, fine, 6-inch long, with plastic handle	3 pcs	
Globe, Terrestrial	3 units	
Musical Instrument (Miniature Guitar)	3 pcs	
<b>Set of Tools</b>		
<i>Ball Peen Hammer, handle length is 11-inch, 350g approx. weight, 1 pc/set</i>	1 set	
<i>Long Nose Pliers, 6-inch, 1 pair/set</i>	1 set	
<i>Mechanical Wire Cutter and Pliers, 6.5-inch, 1 pair/set</i>	1 set	
<i>Precision Screwdrivers Set, 6 pcs/set, with plastic casing, 1 set/set</i>	1 set	

<i>Screwdriver, flat, 6-inch, 1 pc/set</i>	1 set	
<i>Screwdriver, phillips, 6-inch, 1 pc/set</i>	1 set	
<i>Soldering Iron, 60 watts, 1 pc/set</i>	1 set	
<i>Soldering Lead, Ø1mm, Grade 60/40, Wt.: 1 lb/spool, 1 spool/set</i>	1 set	
<i>Soldering Paste, 50 grams/can, 1 can/set</i>	1 set	
<i>Tweezers, stainless steel, with curved tips, 6.5-inch long, 1 pair/set</i>	1 set	
Glass Cover Slips, 100's/box	5 boxes	
Glass Slides, 72's/box	5 boxes	
Compass, Magnetic	3 pcs	
Pipette, Beral, 1 mL	20 pcs	
Gloves, Hand, super nitrile	3 pair	
Flashlight with incandescent bulb	1 pc	
Lamp, Desk, Heavy Base	3 unit	
Calculator, Scientific	20 pcs	
Stopwatch, digital	3 pcs	

## ***Section VII. Technical Specifications***

### **Notes for Preparing the Technical Specifications**

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

#### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words "*or at least equivalent.*" References to brand names cannot be used when the funding source is the GOP.



Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

# Technical Specifications

Description	Unit	Quantity	Delivery Period	Statement of Compliance
<b>12 sets of tools and equipment, each set is composed of:</b>				
<p><b>Meterstick, plastic</b></p> <p>1. Material: Plastic;                  2. Thickness: 6 mm (minimum);                  3. Width: 24 mm (minimum);                  4. Length: 1,000 mm;                  5. The front is scaled in centimeters, numbered in every centimeter with 0.1 cm (or 1 mm) divisions;                  6. The back is scaled in inches, numbered in every inch with 1/8 inch divisions;                  7. The numbers and division lines are in dark color;                  8. Must be straight and flat; and free from toxic materials;                  9. Edges and Surfaces should be smooth and even;                  10. Comes with plastic jacket;                  11. Standard abbreviation of the measurement unit/s must be followed</p>	pcs	10	90 CD	<i>Bidders must state here either "Comply" or "Not Comply"</i>
<p><b>Protractor, student_x0002_type</b></p> <p>1. Protractor, student-type, plastic, transparent, semi-circular, 180°;                  2. Ø150mm (or 75mm radius), 1mm thick (minimum);                  3. Angular graduations are in degrees, from 0° to 180°. With two (2) sets of numerals, one reading clockwise and the other reading counterclockwise;                  4. Linear graduations are in millimeters, from 0 to 100mm;                  5. With a hole at vertex point enough for a fine string to pass through it;                  6. Plastic Surface Finish: Smooth, clear, and free from scratches;                  7. It must be horizontally level when laid flat on a table - no warping;                  8. Comes with a plastic case; and</p>	pcs	20		
<p><b>Ruler, Plastic, 12 inches/30 cm</b></p> <p>1. Ruler, plastic, transparent, smooth surface, and 1 mm thick (minimum); 2. Approximate Width x Length: 28 mm x 314 mm; 3. Graduations: Metric graduations on one side while English graduations on the other side: *Metric graduations are in centimeters, from 0 cm to 30 cm, with every cm subdivided by 10. *English graduations are in inches, from 0 inches to 12 inches, with every inch subdivided by 16. 4. Clear, readable black, non-groove permanent prints (will not fade and cannot be scratched off); 5. Bendable up to U-shape when held at both ends; and 6. The item shall be free from toxic materials.</p>	pcs	20		
<p><b>Tape Measure, 1.5 meters</b></p> <p>1. Tape Measure, 12 mm width x 1.5 meter long                  2. Made of flexible fiberglass fabric with metal end pieces                  3. Color: White with black graduation markings                  4. Graduation: in cm on one side and inches on the other side, smallest graduation in mm, on the opposite side in 1/16</p>	pcs	10		

<p>of an inch 5. Comes with a plastic case.</p>				
<p><b>Flask, Volumetric, borosilicate 250 mL</b> 1. Type: Class A 2. Shape : A round or pear-shaped bulb, a long thin neck topped by a snap cap and with flat bottom 3. Material of body: Borosilicate , clear, transparent and bubble-free, glass with the following dimensions: a) Height: 225 mm b) Outside diameter : 78 mm (approx.) c) Size: 250 mL d) Tolerance: <math>\pm 0.12</math> mL 4. With heavy duty rim 5. Comes with snap cap a) Material of snap cap :High density plastic (polyethylene) b) With octagonal grip c) Snap-cap : No. 250 d) Color of snap cap: Blue 6. Must meet ASTM E- 694 for volumetric ware, ASTM E-542 for calibration of volumetric ware and ASTM E-288 for volumetric flasks. 7. Calibrated "to contain" (marked "TC" or "IN") 8. Manufacturer should be accredited by NIST standards or its equivalent to the country of origin to certify that their items are calibrated. 9. Must be free from breakage, cracks, sharp rims and other defects 10. Packaging : Roll up glassware in newspaper and secure with a piece of masking tape and place in a bubble pouch and individually packed in a sturdy box 11. Comes with a brand, with five (5) years existence in the glasswares industry</p>	<p>pcs</p>	<p>2</p>		
<p><b>Graduated Cylinder, borosilicate, 10 mL</b> 1. Type: Class A 2. Shape: Narrow cylindrical container with a small turned-out lip 3. Material: Borosilicate, clear and transparent bubble-free, glass with the following dimensions : a) Outside Diameter:13-14 mm b) Height: 177-178 mm c) Thickness range :1.3-1.4 mm d) Tolerance: <math>\pm 0.20</math> 4. Capacity: 10 mL 5. Graduation Range : 1 to 10 mL 6. Graduation interval : 0.1 mL 7. Calibrated to deliver (TD) 8. All markings are in permanent white enamel 9. With pouring spout 10. Single metric scale, with plastic bumper guard 11. Glass hexagonal base (non-detachable) 12. Manufacturer of the country of origin should issue certificate of calibration for every item. 13. Placed in bubble wrap, and packed individually in a compartmentalized box 14. Must be free from breakage, cracks and sharp rim 15. Comes with a brand, with five (5) years existence in the glasswares industry</p>	<p>pcs</p>	<p>2</p>		

<p><b>Graduated Cylinder, borosilicate, 100 mL</b></p> <ol style="list-style-type: none"> <li>1. Type: Class A</li> <li>2. Shape: Narrow cylindrical container with a small turned-out lip</li> <li>3. Material : Bubble-free, borosilicate, clear and transparent glass with the following dimensions: <ol style="list-style-type: none"> <li>a) Outside Diameter: 29-31 mm</li> <li>b) Height: 254-256 mm</li> <li>c) Thickness range :1.3-1.4 mm</li> <li>d) Tolerance: ± 0.60 mL</li> </ol> </li> <li>4. Capacity: 100 mL</li> <li>5. Graduation range: 5 to 100 mL</li> <li>6. Graduation Interval : 1 mL</li> <li>7. Calibrated to deliver (TD)</li> <li>8. All markings are in permanent white enamel</li> <li>9. With pouring spout</li> <li>10. With single graduated metric scale with plastic bumper guard</li> <li>11. With glass hexagonal base (non-detachable)</li> <li>12. Manufacturer of the country of origin should issue certificate of calibration for every item.</li> <li>13. Placed in bubble wrap, and packed individually in a compartmentalized box</li> <li>14. Must be free from breakage, cracks and sharp rim</li> <li>15. Comes with a brand, with five (5) years existence in the glass industry</li> </ol>	pcs	2		
<p><b>pH Meter, hand-held</b></p> <ol style="list-style-type: none"> <li>1. Type: Portable hand held digital pen type</li> <li>2. Material : Plastic with the following dimensions : <ol style="list-style-type: none"> <li>a) Length : 6.2 in (155.45 mm) (min)</li> <li>b) Width : 1.5 in (38.1 mm) (min)</li> <li>c) Height : 1.3 in (33.02 mm) (min)</li> </ol> </li> <li>3. With retractable electrode</li> <li>4. Comes with one (1) pc protective cap</li> <li>5. Electrodes extend up to 3.15" (80.01 mm) (min)</li> <li>6. Waterproof</li> <li>7. pH range: pH 0 to pH 14</li> <li>8. Accuracy: ± 0.2 pH</li> <li>9. Features a bold LCD display of pH</li> <li>10. With automatic temperature compensation</li> <li>11. Supplied with accessories: <ol style="list-style-type: none"> <li>a) One (1) bottle pH 7.0 buffer solution Capacity of pH 7.0 buffer solution : 50 mL</li> <li>b) With one (1) pc calibration screwdriver</li> <li>c) One (1) pc 9V battery</li> <li>d) Packed in hard plastic carry case</li> </ol> </li> <li>12. Manufacturer should be accredited by NIST standards or its equivalent to the country of origin to certify that their items are calibrated.</li> <li>13. With User's Manual in English</li> <li>14. With Student Worksheets/Teacher's Manual in English</li> <li>15. For numbers 13-14, the following technical specifications from a-e must be followed: <ol style="list-style-type: none"> <li>a) For Contents List of materials, In Table form</li> <li>b) For User's Manual, Teacher's Guide, StudentWorksheets, Instruction Sheets/Assembly Guides, In sentences format <ol style="list-style-type: none"> <li>i) With sentences grammatically correct and</li> <li>ii) With correct spelling and terminologies, punctuations and others</li> </ol> </li> <li>c) In original print, not photocopied</li> <li>d) In colored pictures, drawings/illustrations</li> <li>e) In ten (10) mil laminated keycard that shall contain the actual colored picture of the model including the name:</li> </ol> </li> </ol>	pcs	2		

<p>labeled with the required parts with details as follows</p> <ul style="list-style-type: none"> <li>i) Paper Size: A4 size , 80 gsm</li> <li>ii) Font: Times New Roman</li> <li>iii) Font size: 12</li> <li>iv) Orientation:Portrait</li> <li>v) Margins on all sides with 2 point width border line</li> <li>vi) Line with arrow head of 1.25 point with width shall point to the specific part being labeled</li> </ul> <p>16. Must be free from sharp edges 17. Must have a brand</p>				
<p><b>Thermometer, Laboratory type, Alcohol, -20°C to 110°C</b></p> <ul style="list-style-type: none"> <li>1. Type: Alcohol filled, partial immersion thermometer bulb filled partly with ethanol and partly with nitrogen and ethanol vapors.on one end and a thin capillary opening running through the length of its center</li> <li>3. Material : Glass</li> <li>4. Color: White</li> <li>5. Non-toxic red-filled thermometer</li> <li>6. Partial immersion type with immersion line indicator and ring top</li> <li>7. With precision red alcohol-filled, reinforced bulbs, and with expansion chamber</li> <li>8. With white back with non-roll sleeve</li> <li>9. With clear and permanent markings; scale never washes out</li> <li>10. Provided with non-roll plastic case</li> <li>11. With continuous alcohol column</li> <li>12. Dimensions:</li> <li>13. Range: -20°C to 110°C</li> <li>14. Division: 1°C</li> <li>15. Length: 300 mm (minimum)</li> <li>16. Accuracy: ± 1° C</li> <li>17. Diameter: 5.8 to 6.2 mm</li> <li>18. Immersion line : 76 mm</li> <li>19. Manufacturer of the country of origin should issue certificate of calibration for every item.</li> <li>20. Must be free from breakage , cracks, chipped and sharp edges and other defects</li> <li>21. Comes with a brand</li> </ul>	pcs	3		
<p><b>Universal pH Paper, pH 0-14, 100 strips/pack</b></p> <ul style="list-style-type: none"> <li>1. Type: Test strips</li> <li>2. Shape: Rectangle</li> <li>3. Material: Cellulose/Paper based</li> <li>4. Dimension of pH strip : <ul style="list-style-type: none"> <li>a) Length : 69 mm x 6 mm</li> </ul> </li> <li>5. Number of colors in indicator test strip: In four colors to test pH values</li> <li>6. Number of test strips : 100 pc strips</li> <li>7. Packaging: Clear, transparent box</li> <li>8. Shape of box: Square</li> <li>9. With complete color chart for comparison with the color change to get the pH reading of the sample being tested</li> <li>10. No sharp edges on box</li> <li>11. Measures pH 0-pH 14</li> <li>12. Comes with a brand</li> </ul>	packs	2		
<p><b>Beaker, borosilicate, 1000 mL</b></p> <ul style="list-style-type: none"> <li>1.Griffin type, borosilicate, transparent, bubble-free glass</li> <li>2. Shape: a cylindrical container with flat bottom</li> <li>3.Thickness range: 1.5 mm to 2.0 mm</li> <li>4. Permanent white graduations, with white enamel</li> </ul>	pcs	2		

<p>marking spot</p> <ol style="list-style-type: none"> <li>5. Features an easy-pour spout</li> <li>6. Capacity: 1000 mL; <math>\pm 10\%</math> enameled onto the glass</li> <li>7. Single graduated metric scale</li> <li>8. Graduation starts at 200 mL in 100 mL increments</li> <li>9. Height range: 140 mm to 160 mm</li> <li>10. Outside diameter: 100 mm to 110 mm</li> <li>11. There must be no cracks and sharp parts</li> <li>12. Safely packed in a compartmentalized box</li> </ol>				
<p><b>Dish, Petri</b></p> <ol style="list-style-type: none"> <li>1. Reusable, borosilicate, circular glass with beaded edge;</li> <li>2. Bubble-free, plain surface</li> <li>3. Outside Diameter of Cover: 100 mm<math>\pm</math>2 mm;</li> <li>4. Outside Diameter of Dish: 92 mm <math>\pm</math> 2 mm;</li> <li>5. Overall height with cover (as assembled): 20 mm <math>\pm</math> 2 mm</li> <li>6. Glass thickness range: 2 mm to 2.2 mm</li> <li>7. There must be no cracks and sharp edges</li> <li>8. Safely packed in a compartmentalized box</li> </ol>	pcs	3		
<p><b>Beaker, borosilicate, 250 mL</b></p> <ol style="list-style-type: none"> <li>1. Type : Griffin, low form</li> <li>2. Shape: Cylindrical container with straight sides, a flat bottom. and with a small spout (or "beak") to aid pouring</li> <li>3. Material: Borosilicate, clear and transparent bubble-free glass with the following dimensions: <ol style="list-style-type: none"> <li>a) Outside Diameter: 68 mm to 70mm</li> <li>b) Height: 90 mm to 92 mm</li> <li>c) Thickness: 1.5 mm to 2.0 mm</li> </ol> </li> <li>4. With permanent white enamel graduations of approximate volumes, inscriptions and markings enameled onto the glass</li> <li>5. With large white marking spot</li> <li>6. Features an easy-pour spout</li> <li>7. "With double graduated metric scale "</li> <li>8. Capacity: 250 mL <math>\pm</math>5% etched onto the glass;"</li> <li>9. With marking graduation to fill: starts at 25 mL in 25mL increments</li> <li>10. With marking graduation to empty: starts at 0 mL in 25 mL increments</li> <li>11. Graduation interval: 25 mL</li> <li>12. Graduation range: 25 mL to 200 mL</li> <li>13. Wrapped in paper, enclosed in bubble wrap and packed individually in compartmentalized box</li> <li>14. Can withstand heating up to 200-230°C for normal, standard use service</li> <li>15. Must be free from breakage, cracks, chipped rims and other defects</li> <li>16. Comes with a brand of five (5) years existence in the glasswares industry</li> </ol> <p>Functional Specifica</p>	pcs	3		
<p><b>Beaker, borosilicate, 500 mL</b></p> <ol style="list-style-type: none"> <li>1. Type: Berzellius, tall form</li> <li>2. Shape: Cylindrical container with straight sides, a flat bottom, with a small spout (or "beak") to aid pouring</li> <li>3. Material : Borosilicate, clear, bubble free glass , Berzellius. tall form with the following dimensions: <ol style="list-style-type: none"> <li>a) Outside Diameter Range :75 mm- 80 mm</li> <li>b) Height range: 136 mm -140 mm</li> <li>c) Thickness :1.5 mm to 2.0 mm</li> </ol> </li> <li>4. Capacity :500 mL ; <math>\pm 5\%</math> etched/embossed onto the glass</li> <li>5. With permanent white enamel graduations of</li> </ol>	pcs	3		

<p>approximate volumes, inscriptions and</p> <ol style="list-style-type: none"> <li>6. With large white marking spot</li> <li>7. With easy pour spout</li> <li>8. Double graduated metric scale</li> <li>9. Marked to fill: Graduation starts at 50 mL in 50 mL increments</li> <li>10. Marked to empty: Graduation starts at 0 mL in 50 mL increments</li> <li>11. Can withstand heating up to 200-230°C for normal, standard use service</li> <li>12. Wrapped in paper, enclosed in bubble wrap and packed individually in a compartmentalized box</li> <li>13. Must be free from breakage, cracks , chipped rims and other defects</li> <li>14. Comes with a brand, with five (5) years existence in the glass wares industry</li> </ol>				
<p><b>Burner, Alcohol, glass, 150 ml. Capacity</b></p> <ol style="list-style-type: none"> <li>1. Shape : A globe-shaped body and flat base (bottom) with threaded mouth</li> <li>2. Material: Sturdy, heavy walled, clear, transparent, bubble-free glass with the following dimensions <ol style="list-style-type: none"> <li>a) Outside Diameter : 80 mm to 85 mm</li> <li>b) Total height: 100 mm to 105 mm</li> </ol> </li> <li>3. Capacity : 150 mL</li> <li>4. With wick holder permanently attached to a threaded base <ol style="list-style-type: none"> <li>a) Material of wick holder and cover/caps : Nickel-plated brass</li> <li>b) Type of wick holder : Threaded</li> </ol> </li> <li>5. With one (1) pc cotton fiber/strand braided wick perfectly fitted to the wick tube <ol style="list-style-type: none"> <li>a) Material of wick : Cotton fiber/strand</li> <li>b) Type of wick: Braided</li> <li>c) Length: 7 inches (178 mm) min</li> <li>d) Diameter: 3/16 inches (5-6 mm)</li> </ol> </li> <li>6. With snuff/snap-on cover/cap</li> <li>7. With ten (10) pc replacement braided cotton fiber/strand wicks</li> <li>8. Wrapped in paper , enclosed in bubble wrap and packed in compartmentalized box</li> <li>9. Must be free from breakage, cracks , chipped rims and other defects</li> <li>10. Comes with a brand</li> </ol>	<p>pcs</p>	<p>3</p>		
<p><b>Mortar and Pestle, porcelain, 150 mL.</b></p> <p>A. Mortar</p> <ol style="list-style-type: none"> <li>1. Shape of mortar : Bowl shape, with wide mouth , and with deeply molded, smooth rounded bottom</li> <li>2. Material for mortar and pestle: Porcelain with the following dimensions: <ol style="list-style-type: none"> <li>a) Outside diameter : 130 mm ± 1 mm</li> <li>b) Depth : 65 mm</li> <li>c) Flat bottom : 87 mm</li> </ol> </li> <li>3. Capacity: 150 mL</li> <li>4. With pouring lip</li> <li>5. With unglazed grinding surface (interior) and uniformly glazed exterior</li> </ol> <p>B. Pestle:</p> <ol style="list-style-type: none"> <li>6. Shape of pestle: Cylindrical with bulbous bottom with the following</li> </ol>	<p>pcs</p>	<p>3</p>		

<p>dimensions:</p> <p>a) Length range: 133-135 mm and  b) Diameter range : 28 - 30 mm dia at its widest point.  7. Material of pestle: A heavy bat-shaped porcelain  8. Uniformly glazed on its handle and rough on opposite end  9. The set is individually wrapped, enclosed in a bubble wrap and packed in a sturdy box  10. Must be free from breakage. cracks, chipped parts and other defects  11. Comes with a brand</p>				
<p><b>Rubber Stopper # 6 for Erlenmeyer Flask (narrow-mouth) 250 mL , 1 hole</b>  Type: plastic  1. Shape: Cylindrical with a tapered bottom end  2. Material : Premium grade SBR black rubber compound with the following dimensions:  a) Height: 25 mm  b) Top Ø: 32 mm  c)Bottom Ø : 26 mm  d) Hole Ø: 5 mm  3. Number of holes :With one (1) hole  4. Dimension tolerance on height, top and bottom diameter : ± 0.5 mm  5. Hardness : 40 ± 5 Duro  6. Packed in resealable plastic bag  7. Comes with a brand</p>	<p>pcs</p>	<p>3</p>		
<p><b>Test tube brush</b>  Functional Specifications: Used to clean test tubes and other small sized glasswares  Performance Specifications: Must be able to clean test tubes and other small-sized glasswares with densely filled radial tip and head brush to make complete contact with walls, corners and bottom.  Design Specifications:  1. Shape of bristles: Radial tufted tip bristles and brush head to make complete contact with walls, corners and bottom.  2. Material of bristles: Medium stiff nylon with the following dimensions:  a) Diameter: 17-19 mm  b) Length: 96-98 mm  c) Over-all length: 220-229 mm  3. Material of handle: Galvanized steel wire  4. Type of wire handle : Common loop twisted wire  5. With circular loop.for hanging  6. Packed in a resealable plastic bag  7. Must be free from sharp metal parts  8. Comes with a brand</p>	<p>pcs</p>	<p>3</p>		
<p><b>Test tube borosilicate, Ø 16mm x 150mm long</b>  1. Shape : Fingerlike length of glass tubing, open at the top, usually with a rounded lip at the top, and a rounded 'U' shaped bottom  2. Material of test tube: Borosilicate , clear, transparent and bubble free, glass, with rim with the following dimensions:  a) Diameter: 16 mm diameter  b) Thickness :1.3 -1.4 mm  c) Length: 150 mm long  3. Capacity : 20 mL  4. With heavy uniform wall thickness, excellent heat resistance  5. Test tubes must be reusable (not disposable)</p>	<p>pcs</p>	<p>20</p>		



<p>6. With large, white enamel marking spot  7. With permanent graduation of approx. volume and inscriptions in high contrast white enamel.  8. Can withstand heating up to 150°C for normal, standard use service  9. Comes with a certification from the manufacturer that the test tube is reusable not disposable  10. Wrapped individually in tissue paper, enclosed in bubble wrap and packed in compartmentalized box  11. Must be free from breakage, cracks, chipped rims and other defects  12. Comes with a brand with five (5) years of existence in the glass wares industry</p>				
<p><b>Vial, screw-neck, 50 mL. (with screw-type plastic cap)</b>  1. Type: Wide mouth  2. Shape : Bottle-like shape with a threaded neck, screw cap polypropylene closure and with a flat bottom  3. Material : Borosilicate, clear, transparent, and bubble-free glass with the following dimensions:  a) Outside Diameter : 25 mm to 30 mm  b) Length: 100 mm to 108 mm  4. Capacity: 50 mL With screw- type plastic cap  5. Shape of neck : Cylindrical, round  6. Neck finish: Continuous thread  7. Cap Color: Black/White  8. Cap Attached: No  9. Cap Material : Polypropylene (plastic)  10. Closure style : Solid top, screw thread cap  11. Neck size: 24-400  12. Cap liner: Foam lined  13. Packed individually in a compartmentalized box  14. Must be free from breakage, cracks , chipped rims and other defects  15. Comes with a brand</p>	pcs	20		
<p><b>Watch Glass, Ø 90 mm</b>  1. Shape: Circular concave  2. Material : Borosilicate, clear and bubble-free glass with the following dimensions:  a) Diameter: 90 mm ± 1 mm  b) Thickness range : 1.5 mm to 2 mm  3. Fire-polished rims/edge.  4. Individually wrapped in used newspaper, enclosed in a bubble wrap, and packed in a sturdy box  5. Must be free from breakage, cracks, chipped edges and other defects  6. Comes with a brand</p>	pcs	3		
<p><b>Lens Paper, 50's/pack</b></p>	packs	3		
<p><b>Filter Paper, crepe, 580mm x 580 mm sheet, Grade 0905</b>  1. Type: Technical use  2. Shape of filter paper : Square  3. Material: Cellulose with the following dimensions:  a) Length: 580 mm  b) Width : 580 mm  4. Color: White to cream  5. Grade: 0905  6. Surface: Creped  7 Initial Filtration Speed: 20 sec (± 1 sec)/10 mL; Flow rate: High  8. Wet strengthened</p>	sheet	5		

<p>9. Packed in brown filter paper tube 10. Comes with a brand</p>				
<p><b>Nichrome wire. 0.4, 100 ft (1 spool per package = 1.1 oz minimum with spool)</b> 1. Shape: Round wire 2. Material of wire: Nichrome-Alloy of nickel and chromium, Ni80 Cr20 with the following dimensions: a) AWG size: 26 b) Diameter: 0.4 mm c) Length : 100 ft 3. Form: Soft, rust-free wire 4. Color: Silvery grey 5. Resistance : 2.57 ohms/foot 6. Annealed soft 7. Perfectly tensioned. Zero elongation, scratches, or other flaws. 8. Comes in a spool 9. Packed in a resealable plastic pouch 10. Comes with a brand</p>	spool	1		
<p><b>Triangular File, fine, 6" long, with plastic handle</b> 1. Type of file: Triangular 2. Shape: Triangular 3. Material: High carbon steel 4. Kind of file: Fine, smooth 5. Length of file: 6" (150-152.4 mm) long 6. Material of handle: Plastic 7. Packed in a resealable pouch 8. Comes with a brand</p>	pcs	3		
<p><b>Globe, Terrestrial</b> 1. Primarily used as a reference to geographical &amp; political information Globe diameter: minimum of 12 inches. 2. Shows the following: (a) All continents, countries with their capitals, and important cities and places (b) Updated with newly established countries, or re-named countries and cities. (c) Illustrates the flow and directions of ocean currents (d) Lines of Latitudes (0° to 90°), graduated both in Northern and Southern Latitudes and Longitudes (0° to 180°), graduated both in Eastern and Western Longitudes (e) International Date Line, Arctic Circle, Tropic of Cancer, Tropic of Capricorn and Antarctic Circle (f) Lines of Equator and Prime Meridian (g) Names of mountain, mountain ranges, volcano, ocean floors, gulfs, seas and lakes (h) Names of continents, seas and country boundaries should be according to international standard. (i) Philippine territory emphasizing the "West Philippine Sea" as one of the Philippine territorial sea boundaries. (j) The Nine Dashed Line should not appear. 3. The globe which is made of plastic is mounted on a plastic meridian ring (C-shape) with movable magnifier. 4. The base stand is made of hard/tough plastic. 5. Must be branded</p>	units	3		
<p><b>Musical Instrument (Miniature Guitar)</b> 1. Mini acoustic type, half-size guitar, any color, surface finish: varnish 2. Made of good quality wood without sign of warp</p>	pcs	3		

3. Minimum dimensions: Overall length: 33 inches, Width:12 inches, Depth: 3 1/2 inches 4. Standard guitar steel strings (Nos. 1-6), 18 fret minimum				
<b>Set of Tools</b>				
<b>Set of Tools: Ball Peen Hammer, handle length is 11", 350g approx. weight, 1 pc/set</b> Functional Specifications: Used to peen dent surfaces in metals Performance Specifications: Should be able to to peen dent surfaces in metals Design Specifications: Ball Peen Hammer, handle length 11 inches, 350 grams gross weight approx., 1 pc. /set	set	1		
<b>Set of Tools: Long Nose Pliers, 6", 1 pair/set</b> Functional Specifications: Used to bend tiny solid wire connectors Performance Specifications: Should be able to bend tiny solid wire connectors Design Specifications: Long Nose Pliers with side cutter, 6 inches long, chrome vanadium material, 1 pair/set	set	1		
<b>Set of Tools: Mechanical Wire Cutter and Pliers, 6.5", 1 pair/set</b> Functional Specifications: Used to bend large wires Performance Specifications: Should be able to bend large wires Design Specifications: Mechanical-Wire Cutter and Pliers, 6 1/2 inches, chrome vanadium material, 1 pair/set	set	1		
<b>Set of Tools: Precision Screwdrivers Set, 6 pcs/set, with plastic casing, 1 set/set</b> Functional Specifications: Used to drive precision screws Performance Specifications: Should be able to to drive precision screws Design Specifications: Precision Screwdrivers Set, 6 pc. (3 phillips, 3 flats)/set, with plastic casing, 1 set	set	1		
<b>Set of Tools: Screwdriver, flat, 6", 1 pc/set</b> Functional Specifications: Used to drive flat head screws Performance Specifications: Should be able to drive flat head screws Design Specifications: Screwdriver flat, 3/16 inches tip width x 6 inches long, chrome vanadium material, 1 pc. /set;	set	1		
<b>Set of Tools: Screwdriver, phillips, 6", 1 pc/set</b> Set of Tools: Screwdriver, phillips, 6", 1 pc/set	set	1		
<b>Set of Tools: Soldering Iron, 60 watts, 1 pc/set</b> Functional Specifications: Used to heat electrical contacts for permanent joints Performance Specifications: Should be able to heat	set	1		

electrical contacts for permanent joints Design Specifications: Soldering Iron, 60 watts, small type, wooden handle, 1 pc. /set;				
<b>Set of Tools: Soldering Lead, Ø1mm, Grade 60/40, Wt.: 1 lb/spool, 1 spool/set</b> Functional Specifications: Used to provided permanent joint for different electrical components Performance Specifications: Used to provided permanent joint for different electrical components Design Specifications: Soldering Lead, Ø 1 mm, Grade 60/40, weight: 1 lb./spool, 1 spool/set	set	1		
<b>Set of Tools: Soldering Paste, 50 grams/can, 1 can/set</b> Functional Specifications: Used to provide better adhesion of solder lead to electrical joints Performance Specifications: Used to provide better adhesion of solder lead to electrical joints Design Specifications: Soldering Paste, all purpose flux, non-corrosive, 50 grams/can, 1 can/set;	set	1		
<b>Set of Tools: Tweezers, stainless steel, with curved tips, 6.5" long, 1 pair/set</b> Functional Specifications: Used to hold and pick tiny electronics components Performance Specifications: Used to hold and pick tiny electronics components Design Specifications: Tweezers, stainless steel, with curved tips, 6 1/2 inches long, 1 pair/set;	set	1		
<b>Glass Cover Slips, 100's/box</b> 1. Pre-cleaned cover glasses and not sticking from each other 2. Material: Transparent glass 3. Quantity: 100's/small plastic box 4. Dimension: 22 mm x 22 mm square 5. Thickness: 0.13 mm - 0.17 mm 6. There shall be no chipped edges 7. Safely packed in a plastic box	boxes	5		
<b>Glass Slides, 72's/box</b> Functional Specifications: Used to contain the specimen for examination under the microscope. Performance Specifications: Must be able to accommodate the specimen subject for examination under the microscope. Design Specifications: 1. Clear, flat glass; free from moisture, dirt, and film; 2. No color, no frost and no chipped edges 3. Dimension: 75 mm (±1 mm) x 25 mm (± 1 mm); 4. Thickness: 1.1 mm (± 0.1 mm) 5. No sharp edges and pointed corners 6. Packed in a box containing 72 slides with thin paper sheets in between them	boxes	5		
<b>Compass, Magnetic</b> Functional Specifications: Used to find direction on the earth's surface	pcs	3		

<p>by the alignment of the compass needle with the earth's magnetic field</p> <p>Performance Specifications: Should be able to find direction on the earth's surface by the alignment of the compass needle with the earth's magnetic field</p> <p>Design Specifications:</p> <ol style="list-style-type: none"> <li>1. Outside Diameter: 48 mm to 52 mm</li> <li>2. Needle mounted in an Aluminum case with clear, scratch-free plastic or glass face</li> <li>3. Graduated dial marked in cardinal points (North, South, West, East, Northwest, Northeast, Southwest, and Southeast).</li> <li>4. Must be branded</li> </ol>				
<p><b>Pipette, Beral, 1 mL</b></p> <p>Functional Specifications: Used to transfer/dispense liquid samples.</p> <p>Performance Specifications: Must be able to transfer/dispense liquid sample up to a volume of 1 mL.</p> <p>Design Specifications:</p> <ol style="list-style-type: none"> <li>1. One-piece pipette, made from flexible soft non-toxic plastic that has a protuberance on top that serves as liquid retention chamber</li> <li>2. Capacity: 1 mL in 0.25 mL grad interval</li> <li>3. No rubber head</li> <li>4. Total length range: 140 mm - 150 mm</li> <li>5. With molded graduations</li> </ol>	pcs	20		
<p><b>Gloves, Hand, super nitrile</b></p> <p>Functional Specifications: Used to protect hands against mechanical risks, microorganisms, chemical burns and splashes</p> <p>Performance Specifications: Must be able to protect hands against mechanical risks, microorganisms, chemical burns and splashes</p> <p>Design Specifications:</p> <ol style="list-style-type: none"> <li>1. Shape: Slightly curved fingers and forward-facing thumb correspond to the natural position of the hand (hand-shaped) ,</li> <li>2. Material: Super nitrile, reusable with the following dimensions: <ol style="list-style-type: none"> <li>a) Length of gloves : 13 inches (330.2 mm ) min</li> <li>b) Thickness: 0.38 -0.52 mm (min)</li> </ol> </li> <li>3. Color : Green</li> <li>4. Size: 8</li> <li>5. Interior finish : Flocklined interior(acid/solvent resistant)</li> <li>6. Exterior finish : Smooth</li> <li>7. Cuff type: Rolled beaded</li> <li>8. Latex free to suit those with latex allergies</li> <li>9. Non-slip wear resistant high elasticity , waterproof</li> <li>10. Puncture resistant</li> <li>11. With detailed imprints on each glove, on the following: <ol style="list-style-type: none"> <li>a) the glove size/s</li> <li>b) the name of manufacturer</li> <li>c) nitrile, flocklined</li> <li>d) individual manufacturing lot</li> <li>e) with pictograms for certification category requirements CE 0334 (EN 420, EN 388, EN 374) designed for protection against mechanical risks, chemical risks, and micro-organisms</li> </ol> </li> <li>12. Individually packed in resealable plastic bag</li> <li>13. Comes with a brand</li> </ol>	pair	3		
<p><b>Flashlight with incandescent bulb</b></p> <p>Functional Specifications: Used to provide illumination on the surface</p>	pc	1		

<p>of a globe model  Performance Specifications: Should be able to provide illumination on the surface of a globe model  Design Specifications:  1. Powered by two (2) 1.5 volts size D dry cells;  Capacity: 3 volts  2. 7" long minimum  3. slide switch  5. 35 feet beam distance  6. Body: high impact resin construction  7. Must be branded</p>				
<p><b>Lamp, Desk, Heavy Base</b>  Functional Specifications: Used to provide heat and illumination on specimen under study  Performance Specifications: Should be able to provide heat and illumination on specimen under study  Design Specifications:  1. Heavy base, able to stand by itself  2. 35 inches length minimum  3. Easily adjustable to direct the light wherever you need it the most  4. With On and Off Switch  5. Power source: AC 220 volts line; included with 60-100 Watts Yellow Light bulb  6. Capacity: 100 watts  7. Preferable ungrounded plug (If the plug is grounded, an adapter should include in the item.)  Depth: 3 1/2 inches  8. With English User's Manual that includes Operation Guide  9. Should be branded</p>	unit	3		
<p><b>Calculator, Scientific</b>  Functional Specifications: Used to show mathematical computations.  Performance Specifications: Must be able to show correct mathematical calculations using its built-in functions/formula.  Design Specifications:  1. Display: LCD, 2 line(s) X 10 characters (minimum), stably shows input expressions/equation, calculation result, and various indicators;  2. Built-in functions not less than 240 inclusion of the following:  a) Basic Calculations: arithmetic, fraction, percentage, degrees, minutes, seconds, radian (including conversion of the mentioned Basic Calculations);  b) Memory calculation, Logarithm and Hyperbolic functions;  c) Statistical functions (e.g.: Statistical relationships, standard deviation, Permutation, Combination, etc.); and  d) Trigonometric functions: sin, cos, tan, sin-1, cos-1, tan-1;  3. Basic keys and function keys are labeled permanently (resistant to finger rub and light acid (vinegar) contamination) and operates as such correspondingly;  4. Power requirement: two way dual (battery, built-in solar system), the unit consistently operational after replacing the battery for three trials, its solar system powers the unit normally in a well lit room without the battery;  5. Brand must be established in providing quality</p>	pcs	20		

products for five (5) years and up.				
<p><b>Stopwatch, digital</b></p> <p>Functional Specifications: Used to show time elapse in hours, minutes, seconds.</p> <p>Performance Specifications: Must be able to show time elapsed in hours, minutes and seconds.</p> <p>Design Specifications:</p> <ol style="list-style-type: none"> <li>1. Digital type, water-resistant (5-bar)</li> <li>2. Start, stop, and re-set operations</li> <li>3. Display Number: 4mm W x 10mm H</li> <li>4. Measure Unit: 1/100th of a second</li> <li>5. Working Range: up to 23hr 59min 59sec</li> <li>6. Individually and properly packed in a box.</li> <li>7. Instruction Manual in English</li> <li>8. Approximate W x H x T: 60mm x 67mm x 20mm</li> <li>9. Ready to use and comes with extra batteries.</li> </ol>	pcs	3		

## ***Section VIII. Checklist of Technical and Financial Documents***

### **Notes on the Checklist of Technical and Financial Documents**

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.



# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);  
**or**
- (b) Registration certificate from Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives or its equivalent document,  
**and**
- (c) Mayor's or Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas;  
**and**
- (d) Tax clearance per E.O. No. 398, s. 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR).

#### Technical Documents

- (f) 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**
- (g) 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**
- (h) 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**
- (i) Conformity with the Technical Specifications, which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- (j) 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

- (k) The Supplier's audited financial statements, showing, among others, the Supplier's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; **and**
- (l) 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***

- (m) 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.

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

- (n) *[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.
- (o) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

**25 FINANCIAL COMPONENT ENVELOPE**

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

