Project Reference No. 100 - Mobile Library Truck - MD - TF(SGLG) - Goods - 2025

Project Name: Purchase of 1 unit electric light duty truck with conversion for City Mayor's Office

Bidder: Puremotion, Inc.

Location: Valenzuela City **Date:** Feb. 10, 2024

Checklist of Technical and Financial Documents
(PROCUREMENT OF GOODS)

All documents for Technical and Financial Component Envelopes should be properly tabbed

I. TECHNICAL COMPONENT ENVELOPE

Class "A" Documents

1. Legal Documents

(a) ✓ Original, Valid, Updated, and Complete (all pages) PhilGEPS Registration Certificate (Platinum Membership) [For purposes of expediency during Post-Qualification, please attach Securities and Exchange Commission (SEC), or Department of Trade and Industry (DTI), or Cooperative Registration, whichever is applicable, Latest and Valid Tax Clearance, and Latest Mayor's/ Business Permit); and

(b) ✓ Original and Signed Letter of Intent.

2. Technical Documents

**ALL of the following should be signed and submitted in original copies and placed inside the Original Envelope:*

(a) ✓ Statement of the 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 procurement project; none

(b) ✓ Statement of the Bidder's **Single Largest Completed Contract (SLCC)** similar to the contract to be bid; [For purposes of expediency during Post-Qualification for (a) and (b), please attach Notice of Eligibility, Notice of Post-Qualification, Notice of Award, Notice to Proceed , Sales Invoice, Inspection and Acceptance Report,… whichever is applicable)

(c) ✓ Original copy of Bid Security (any of the following):

- i. Cash, or Cashier's or Manager's Check issued by a bank; or
- ii. Bank Draft or Guarantee, or Irrevocable Letter of Credit issued by a bank; or
- iii. Surety Bond callable upon demand issued by a surety or insurance company, duly certified by the Insurance Commission authorized to issue such security; or
- iv. Signed and Notarized Bid Securing Declaration.

(d) ✓ Conformity with the Technical Specifications;

(e) ✓ Production/Delivery Schedule;

(f) ✓ Manpower Requirements;

(g) ✓ Warranty Period, and/or After-Sales/Parts, if applicable;

(h) ✓ Duly Notarized Omnibus Sworn Statement;

(i) ✓ Notarized Special Power of Attorney (SPA), or Partnership Resolution, or Secretary's Certificate, whichever is applicable;

(j) ✓ Signed and Notarized Declaration and Waiver;

(k) **For Drugs, Medicines, and/or Medical Equipment,** Stamped Certified True Copy of the Original on File **and** Signed by the Authorized Signatory: N/A

- i. Valid License to Operate;
- ii. Certificate of Product Registration (per item);
- iii. Batch Analysis for antibiotics, or Test Analysis for all types of medicines issued by Food and Drug Administration (FDA); and
- iv. Certificate of Good Manufacturing Practice (CGMP).

Project Reference No. 101 - Mobile Library Truck - MO - TF (SGLG) - Goods - 2025

Project Name: Purchase of 1 unit electric light duty truck with conversion fic

Bidder: Puremotion, Inc. City Mayor's Office

Location: Valenzuela City **Date:** Feb. 10, 2024

II. FINANCIAL COMPONENT ENVELOPE

(n) Original of Duly Signed and Accomplished Financial Bid Form; **and**
(o) Original of Duly Signed and Accomplished Price Schedule(s).

Other documentary requirements under RA No. 12009 (as applicable)

(p) *[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.
(q) Under Section 59.2 Certification from the DTI if the Bidder Claims Preference as a Domestic Bidder or Domestic Entity.

Remarks : (✓) **PASSED** (___) **FAILED**

Evaluated By: _____ 2-10-24