



BIDS AND AWARDS COMMITTEE

Supplemental/Bid Bulletin No. 1

**LEASE OF PHOTOCOPYING MACHINES AND RELATED SERVICES FOR THE
 DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-
 CENTRAL OFFICE (DENR-CO)
 Bid Ref. No. DENR-CO-2022-054**

Approved Budget for the Contract: ₱2,000,000.00

This Supplemental/Bid Bulletin No. 1 is being issued to revise provisions/specifications in the Bidding Documents in response to queries/clarifications raised by prospective bidders during the Pre-Bid Conference held last 25 November 2022 for the aforementioned project:

A. Revisions to provisions/specifications in the Bidding Documents:																															
FROM				TO																											
Section VI. Schedule of Requirements																															
Schedule of Requirements (Terms of Reference as of 17 November 2022)				Revised Schedule of Requirements (Terms of Reference as of 27 November 2022)																											
III. Scope of Work				III. Scope of Work																											
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B. Response to queries/clarifications:	
QUERY/CLARIFICATION	DENR RESPONSE
<p>Bidder 1</p> <ol style="list-style-type: none"> 1. May we request for the increase of the Approve Budget for the Contract (ABC)? 2. Asking for consideration to remove the original consumables complying with the eco-friendly requirement? 	<ul style="list-style-type: none"> - The end-user maintained its ABC. - The End-user granted the request provided that: <ul style="list-style-type: none"> o The consumables provided are equivalent or better quality of an original; and o The consumables are eco-friendly supported by proof from reputable institutions/authorities.
<p>Bidder 2</p> <ol style="list-style-type: none"> 1. May we request to relax the requirement of Eight (8) A3 Capable Machines from brand new to refurbished? 2. May we also request to relax the requirement for the Technical Specification under Print Speed from 36 pages per minute to 35 pages per minute? 3. Who will certify the refurbished units? 	<ul style="list-style-type: none"> - Requirement changed to Eight (8) refurbished A3 Capable Machines. - Requirement for Print Speed changed to 35 pages per minute. - The end-user will accept certification issued issued by any reputable service center, manufacturer or company.

Bidders are advised to use the following forms together with all other required documents for the submission of bids on 07 December 2022, 9:00 AM:

1. **Section VI. Revised Schedule of Requirements (Terms of Reference as of 27 November 2022)**
2. **Section VII. Revised Technical Specifications**
3. **Revised Annex VI Financial Bid Form**

Also, please use the **Revised Checklist of Technical and Financial Documents** as a guide/reference.

This Supplemental/Bid Bulletin No. 1 shall form part of the Bidding Documents. Any provisions in the Bidding Documents inconsistent herewith is hereby amended, modified and superseded accordingly.

For guidance and information of all concerned.

Issued this 29th of November 2022 in Quezon City.

Approved by:

MARCIAL C. AMARO, JR., CESO II
Assistant Secretary for Policy, Planning and
Foreign Assisted and Special Projects &
Chairperson, Bids and Awards Committee

Received by:	
_____ (SIGNATURE OVER PRINTED NAME & DATE)	_____ NAME OF COMPANY
(PLEASE RETURN OR FAX THIS PAGE ONLY TO THE DENR BAC OFFICE @ 8-926-2675)	

Section VI. Revised Schedule of Requirements

Instruction to Bidders: Please fill out the form accordingly and sign the Bidder's Undertaking. Failure to conform will result in a rating of "FAILED".

A. TERMS OF REFERENCE as of 27 November 2022



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman, Quezon City
Tel Nos. 929-6626 to 29; 929-6633 to 35
926-7041 to 43; 929-6252; 929-1669

TERMS OF REFERENCE

Lease of Eighty-Five (85) units Photocopying Machines and Related Services for the Department of Environment and Natural Resources-Central Office CY 2023
(As of 27 November 2022)

I. Rationale

The use of Photocopying Machines is vital in the delivery of effective, efficient and economical public service making it necessary to engage the services of a duly qualified and eligible Service Provider, subject to the laws and regulations on the lease of Photocopying Machines and related services, for the Department of Environment and Natural Resources-Central Office (DENR-CO).

II. Approved Budget for the Contract

The Approved Budget for the Contract (ABC) for the project is **Php 2,000,000.00** inclusive of all applicable government taxes and service charges, which shall be based on the computation provided in the scope of work (Item III.)

III. Scope of Work

The Service Provider shall provide the following monthly services as shown based on the Estimated Copy Volume of Standard Type and A3 Capable Machines:

Type of Machine	Estimated Copy Volume Per Year	Price	Total Per Year
Standard Type	2,300,000	P0.80/Copy	₱1,840,000.00
A3 Capable Machine	200,000		₱160,000.00

Note: Guaranteed copy volume for year is 2,000,000 copies for standard type and 100,000 copies for A3 Capable Machines.

IV. Project Requirements

MINIMUM TECHNICAL REQUIREMENTS UNLESS OTHERWISE SPECIFIED

A. Standard Type Photocopying Machines

General Specifications	Seventy-Seven (77) units
Main Function	: Copy, Print, Scan
Color Support	: Monochrome copying & printing
Monthly duty cycle	: 100,000 sheets
Paper Input Capacity	: 500 sheets x 2 + 1 Bypass
System Memory	: 1GB
Toner System	: Eco-Friendly Toner or Equivalent

Copier Specification	
Copy Resolution	: 600 x 600 dpi
Multiple Copy	: 1-999 sheets
Original Size	: A5-Legal Size
Magnification	: 25-400%
Warm-up Time	: 30 secs or less
First Copy Time	: 6.4 secs or less
Printer Specification	
Print Speed	: 35 pages per minute
Print Resolution	: 600 x 600 dpi
Scanner	
Scan Speed	: 30 originals per minute
Scan Resolution	: 600 x 600 dpi
System Specification	
Interface Standard	: Fast Ethernet/USB 2.0
Reverse automatic Document feeder	: 50 sheets or higher
Automatic Duplexing	: Stackless 60-120 gsm
Finishing modes	: Electronic Sorting/Collating Function
Model Year	: 2019 or newer version

B. A3 Capable Photocopying Machine (For identified Offices)

General Specifications	Eight (8) units
Main Function	: Digital Copy, Print, Scan
Imaging System	: Eco-Friendly Toner or Equivalent
Print/Copy Speed	: Up to 20 prints per minute
Print/Copy Resolution	: 600 x 600 dpi
Original Size	: A5-A3
Model Year	: 2019 or newer version

Note: the deployment scheme of Photocopier Machines shall be provided to the winning bidder

V. Term of lease/Terms of Payment:

1. Delivery of the proposed eighty-five (85) units shall be completed within fifteen (15) calendar days from receipt of Notice to Proceed and installed to the respective offices indicated in the deployment scheme.
2. A Certificate of Inspection and Acceptance shall be issued by the IPC to the Service Provider upon complete delivery and installation of the proposed eighty-five (85) units.
3. Start of the Service Provider's billing shall be based on the date of issuance of Certificate of Inspection and Acceptance.
4. Payment shall be made on a monthly basis for twelve (12) months, subject to the submission of Documentary Requirements stated in item VIII of the TOR by the Service Provider and subject to the issuance of a Certificate of Acceptance from the GSD for the rendered services submitted on or before the 5th day of the succeeding month.

VI. Responsibilities of the Service Provider

Provide the following during the duration of the contract:

1. Photocopying Machines to be installed at the designated offices as indicated above must be of the same brand and model Number:
 - o A3 Capable;
 - o A5 to Legal Capable
2. Ensure that the eight-five (85) photocopying units are certified refurbished. The Service Provider is required to submit a certification or equivalent proof that the units are renewed/refurbished, which shall be validated by GSD-Office of the Chief.
3. All cost relative to installation shall be for the account of the service provider;
4. Free monthly maintenance, service, spare parts and consumables (supply of paper is for the account of DENR);
5. Free comprehensive key operator training rental scheme: No cash outlay;
6. Provide available technical support 8 hours a day, 5 days a week within the contract period. Any issues must be resolved within one (1) business day upon the receipt of the report;
7. Continuous improvement of rental system: with model upgrading, availment of a back-up unit and/or services at no extra cost to DENR;
8. All toner and other consumables provided must be of good quality.
9. Minimum two percent (2%) allowance on Gross copies for spoilage;
10. Provide at least three (3) sets of consumables to be replenished within forty-eight (48) hours upon consumption, such as but not limited to toners and cartridges, which shall be stored for safekeeping and monitoring at the GSD office. The delivery time of these items shall be within thirty days (30) after the delivery of the photocopy machine units;
11. Provide two (2) back-up service units to be stored at the GSD office for safekeeping. These units must be regularly maintained and replaced if necessary;
12. Conduct regular monthly meter readings, which shall be accompanied by an authorized GSD personnel. In addition, the Service Provider shall submit a monthly report to GSD providing the exact number of copies and cost per machine;
13. Conduct training to at least one (1) DENR personnel (per designated office) subject to the schedule agreed upon during contract implementation.
14. Provide a certificate of eco-friendly consumables or any equivalent proof.

VII. Other Conditions

1. The number of machines deployed to DENR can be increased or decreased at any given time during the duration of the contract under the same terms, conditions and rate of compensation set forth in the contract of service, through a written notice from the Director for Administrative Service;
2. In the event that excess copies are produced beyond the Estimated Copy Volume Per Year, they shall be charged with the same price as stated in the bid price;

3. In case of violation of any terms and condition of the contract, the AGGRIEVED PARTY may outright terminate the contract within one (1) month upon the receipt of a written notice.

VIII. Documentary Requirements for Processing of Payment

1. Statement of account showing Actual Copies within Estimated Copy Volume (ECV) for Contract and Additional Copies in Excess of ECV.
2. Meter Reading Ticket (or Equivalent document) received by each office/end-user and an authorized GSD personnel.

IX. Minimum Qualifications of Prospective Bidders

1. Service Providers must be a reseller, dealer or distributor of the brand being offered for a period of at least five (5) years.
2. Service Providers must be an authorized Service Center of the brand being offered for the last five (5) years up to the present. A current and valid certification as to its being an Authorized Service Provider of the manufacturer shall be submitted as part of the Post Qualification documents. The said certification must be issued by the Service Provider participating in the bidding.
3. The Service Provider shall submit a company profile and a list of present and previous clients, by past/present clients with contracts equivalent to the ABC or higher, with satisfactory performance.

Prepared By:



ENGR. GUILLERMO V. ESTIPONA, JR.
OIC-Chief, General Services Division

Approved By:



ROLANDO R. CASTRO
Director, Administrative Service

B. OTHER REQUIREMENTS

1. Bidder has no overdue deliveries or unperformed services intended for DENR.
2. Bidder did not participate as a consultant in the preparation of the design or technical specification of the GOODS/SERVICES subject of the bid.

BIDDER'S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable, hereby BID to (supply/deliver/perform/comply) the above Terms of Reference

I/We undertake, if our bid is accepted, to deliver the goods/services in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date

Section VII. Revised Technical Specifications

Instruction to Bidders: *Please fill out the form accordingly and sign the Bidder's Undertaking. Failure to conform will result in a rating of "FAILED".*

Technical Requirements and Evaluation Parameter	*Bidder's Statement of Compliance
Standard Type	
General Specifications	Seventy-Seven (77) units
Main Function	: Copy, Print, Scan
Color Support	: Monochrome copying & printing
Monthly duty cycle	: 100,000 sheets
Paper Input Capacity	: 500 sheets x 2 + 1 Bypass
System Memory	: 1GB
Toner System	: Eco-Friendly Toner or Equivalent
Copier Specification	
Copy Resolution	: 600 x 600 dpi
Multiple Copy	: 1-999 sheets
Original Size	: A5-Legal Size
Magnification	: 25-400%
Warm-up Time	: 30 secs or less
First Copy Time	: 6.4 secs or less
Printer Specification	
Print Speed	: 35 pages per minute
Print Resolution	: 600 x 600 dpi
Scanner	
Scan Speed	: 30 originals per minute
Scan Resolution	: 600 x 600 dpi
System Specification	
Interface Standard	: Fast Ethernet/USB 2.0
Reverse automatic Document feeder	: 50 sheets or higher
Automatic Duplexing	: Stackless 60-120 gsm
Finishing modes	: Electronic Sorting/Collating Function
Model Year	: 2019 or newer version
A3 Capable Machine	
General Specifications	Eight (8) units
Main Function	: Digital Copy, Print, Scan
Imaging System	: Eco-Friendly Toner or Equivalent
Print/Copy Speed	: Up to 20 prints per minute
Print/Copy Resolution	: 600 x 600 dpi
Original Size	: A5-A3
Model Year	: 2019 or newer version

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER

(page 2 of 2)

PLEASE INDICATE BRAND AND MODEL NO. BEING OFFERED IN THE SPACE PROVIDED:

a) **Standard Type** : _____

b) **A3 Capable Machine** : _____

I hereby certify to comply with the above Technical Specifications.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date

**Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB a(ii) and/or GCC Clause (iii).*

**LEASE OF PHOTOCOPIING MACHINES AND RELATED SERVICES FOR THE
DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE
(DENR-CO)**

Bid Ref. No. DENR-CO-2022-054

Approved Budget for the Contract – ₱2,000,000.00

Bid Form

To: **DENR Bids and Awards Committee**
DENR-Central Office
DENR Main Building, DENR Compound,
Visayas Avenue, Diliman, Quezon City

Gentlemen and/or Ladies:

I/We, having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin, *if any*, the receipt of which is hereby acknowledge, I/We, the undersigned offer to *supply/deliver/perform the following* in conformity with the said PBDs for the sum specified in the table below or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this bid. The total bid price includes the cost of all applicable taxes, which are itemized herein or in the Price Schedules.

Description	Estimated Copy Volume (per year)	ABC (₱)		Financial Bid (₱)	
		Unit Cost (₱)	Total Cost (₱)	Unit Cost (₱)	Total Cost (₱)
Standard Type	2,300,000	0.80	1,840,000.00		
A3 Capable Machine	200,000.00		160,000.00		
TOTAL BID PRICE (Amount in Figures)			2,000,000.00		
TOTAL BID PRICE (Amount in Words): _____					

Note: Please indicate "0" or "-" for item/s offered for free to the DENR. Incomplete financial proposal shall be considered non-responsive and thus, automatically disqualified in accordance with Section 32.2.1 (a) of the 2016 Revised IRR of RA 9184.

If our Bid is accepted, we undertake:

- a. to deliver the goods on accordance with the delivery schedules specified in the Schedule of Requirements of the PBDs;
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs ;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain bidding upon us at any time before the expiration of that period.

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

I/We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

I/We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of the company as evidences by the attached Secretary's Certificate/Board of Resolution/Special Power of Attorney in the submitted Omnibus Sworn Statement.

I/We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Legal Capacity (in print)

Duly Authorized to sign for and behalf of:

Date

DENR BIDS AND AWARDS COMMITTEE
REVISED CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS

Project: LEASE OF PHOTOCOPIING MACHINES AND RELATED SERVICES FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)

Bid Ref. No. Bid Ref. No. DENR-CO-2022-054

APPROVED BUDGET FOR THE CONTRACT: P2,000,000.00

ENVELOPE 1: TECHNICAL COMPONENT

CLASS "A" DOCUMENTS

A. LEGAL DOCUMENTS

- (a) Valid and current **Certificate of PhilGEPS Registration (Platinum Membership)** (all pages) *in accordance with Section 8.5.2 of the IRR* (pursuant to GPPB Resolution No. 15-2021, dated 14 October 2021);

B. TECHNICAL DOCUMENTS

- (b) Statement 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 (per **Annex I**);

- (c) Statement of the Bidder's Single Largest Completed Contract (SLCC) of similar nature within the last five (5) years from date of submission and receipt of bids equivalent to at least fifty (50%) of the total ABC (per **Annex I-A**)
- Similar in nature shall mean "**Lease of Photocopying Machine**".*
- Any of the following documents must be submitted/attached corresponding to listed completed largest contracts per Annex I-A:
- i) Copy of End User's Acceptance; or
 - ii) Copy of Official Receipt/s or Sales Invoice or Collection Receipt/s

- (d) Original Bid Security must be issued in favor of the **DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES (DENR)** (must be valid for at least 120 calendar days from the date of bid opening); any one of the following forms:

Project ABC (P)	Bid Security: Cash, Cashier's/ Manager's Check, Bank Draft / Guarantee, Irrevocable Letter of Credit (2%) (P)	Bid Security: Surety Bond (5%) (P)	Original Bid Securing Declaration
2,000,000.00	40,000.00	100,000.00	No required Amount

-
1. Bid Securing Declaration per **Annex II**;
 2. The Cashier's/Manager's Check shall be issued by a Local, Universal or Commercial Bank
 3. The Bank Draft/Guarantee or Irrevocable Letter of Credit shall be issued by a Local Universal or Commercial Bank; or
 4. Should bidder opt to submit a Surety Bond as Bid Security, the surety bond must be callable on demand and must be issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such bond. Together with the surety bond, a certification from Insurance Commission must be submitted by the bidder which must state that the surety or insurance company is specifically authorized to issue surety bonds.
 5. For submission of Bank Draft/Guarantee or Irrevocable Letter of Credit or Surety Bond, the following must be stated/specified in the Bid Security pursuant to Section III, ITB Clause 18.5, to wit:

<input type="checkbox"/>	<p><i>The following are the grounds for forfeiture of Bid Security</i></p> <ul style="list-style-type: none"> ▪ IF A BIDDER: <ol style="list-style-type: none"> a) Withdraws its bid during the period of bid validity. b) Does not accept the correction of errors pursuant to Section 32.2.1 of the IRR of RA 9184. c) Fails to submit the Post Qualification requirements within the prescribed period or a finding against their veracity thereof. d) Submission of eligibility requirements containing false information or falsified documents. e) Submission of bids that contain false information or falsified documents, or the concealment of such information in the bids in order to influence the outcome of eligibility screening or any other stage of the public bidding. f) Allowing the use of one's name, or using the name of another for purposes of public bidding. g) Withdrawal of a bid, or refusal to accept an award, or enter into contract with the Government without justifiable cause, after the Bidder had been adjudged as having submitted the Lowest Calculated and Responsive Bid. h) Refusal or failure to post the required performance security within the prescribed time. i) Refusal to clarify or validate in writing its bid during post-qualification within a period of seven (7) calendar days from receipt of the request for clarification. j) Any documented unsolicited attempt by a bidder to unduly influence the outcome of the bidding in his favor. k) Failure of the potential joint venture partners to enter into the joint venture after the bid is declared as successful. l) All other acts that tend to defeat the purpose of the competitive bidding, such as habitually withdrawing from bidding, submitting late Bids or patently insufficient bid, for at least three (3) times within a year, except for valid reasons. ▪ IF THE SUCCESSFUL BIDDER: <ol style="list-style-type: none"> a) fails to sign the contract in accordance with Section 40 of the Revised IRR of RA 9184; or b) fails to furnish performance security in accordance with Section 40 of the Revised IRR
<input type="checkbox"/>	<p>(e) Conformity with Section VI. Revised Schedule of Requirements (Terms of Reference as of 27 November 2022) and Section VII. Revised Technical Specifications, as enumerated and specified in the Supplemental/Bid Bulletin No. 1.</p>
<input type="checkbox"/>	<p>(f) Original duly signed Omnibus Sworn Statement in accordance with Section 25.3 of the IRR of RA 9184 and using the prescribed form attached as Annex III with attached <u>Proof of Authority of the bidder's authorized representative/s:</u></p> <ol style="list-style-type: none"> i. FOR SOLE PROPRIETORSHIP (IF OWNER OPTS TO APPOINT A REPRESENTATIVE): Notarized Special Power of Attorney. ii. FOR CORPORATIONS, COOPERATIVE OR THE MEMBERS OF THE JOINT VENTURE: Notarized Secretary's Certificate evidencing the authority of the designated representative/s. <p>Note: <i>Should there be more than one (1) appointed authorized representatives, use the word "<u>any of the following</u>" or "<u>OR</u>", otherwise, all authorized representatives must sign/initial the bid submission</i></p> <p>IN THE CASE OF UNINCORPORATED JOINT VENTURE: Each member shall submit a separate Special Power of Attorney and/or Secretary's Certificate evidencing the authority of the designated representative/s.</p>

C. FINANCIAL DOCUMENTS	
<input type="checkbox"/>	<p>(g) Net Financial Contracting Capacity (NFCC) computation, in accordance with ITB Clause 5.5, (per Annex IV).</p> <p>The NFCC computation must be at least be equal to the ABC of this project. The detailed computation using the required formula must be provided.</p> <p><u>OR</u></p> <p>Original copy of Committed Line of Credit (CLC) per Annex IV-A issued by a Local Universal or Local Commercial Bank at least equal to ten percent (10%) of the ABC of this project.</p> <p><u>In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.</u></p>
Class “B” Document: (For Joint Venture)	
<input type="checkbox"/>	<p>If applicable, For Joint Ventures, Bidder to submit either:</p> <ul style="list-style-type: none"> (i) Copy of the JOINT VENTURE AGREEMENT (JVA) in case the joint venture is already in existence, or (ii) Copy of Protocol/Undertaking of Agreement to Enter into Joint Venture (Annex V) signed by 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 and must be in accordance with Section 23.1 (b) of the IRR <p>In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid [Sec 37.1.4 (a) (i)]</p> <p><u>The JVA or the Protocol/Undertaking of Agreement to Enter into Joint Venture (per Annex V) must include/specify the company/partner and the name of the office designated as authorized representative of the Joint Venture.</u></p>
ENVELOPE 2: FINANCIAL COMPONENT	
<input type="checkbox"/>	<ul style="list-style-type: none"> (a) Completed and signed Financial Bid Form. Bidder must use, accomplish and submit Bid Form (Revised Annex VI); and (b) Original of duly signed and accomplished Price Schedule(s) (Annex VI-A or VI-B). <p>The ABC is inclusive of VAT. Any proposal with a financial component exceeding the ABC shall not be accepted.</p>