



BIDS AND AWARDS COMMITTEE

Supplemental/Bid Bulletin No. 1

SUPPLY AND DELIVERY OF LAPTOP COMPUTERS FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)
Bid Ref. No. DENR-CO-2023-009

Approved Budget for the Contract: ₱9,820,000.00

This Supplemental/Bid Bulletin No. 1 is being issued to revise provisions/specifications in the Bidding Documents in response to queries/clarifications sent thru email by prospective bidders for the aforementioned project:

A. Revisions to provisions/specifications in the Bidding Documents:																													
FROM	TO																												
Section III. Bid Data Sheet																													
20.2 Post Qualification 1. Present original copy and submit certified true copy of the following: g) Certification that the Bidder have at least seven (7) years' experience providing similar contract (supply and delivery of personal computers) with attached proof of document (i.e contract,PO).	20.2 Post Qualification 1. Present original copy and submit certified true copy of the following: g) Certification that the Bidder have at least six (6) years' experience providing ICT Equipment (such as Computer, Laptop or Servers) to Philippine Government agencies and minimum of two (2) years' in private with attached proof of document (i.e contract PO)																												
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Laptop Computers-Midrange		Laptop Computers-Midrange	
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Keyboard	Backlit keyboard with touchpad with multi-gesture support	Keyboard	Backlit keyboard with touchpad with multi-gesture support
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Warranty	Three (3) Years	Warranty	Three (3) Years
Warranty	none	Warranty	One (1) Year for Battery and Mouse

Section VII. Technical Specifications

Technical Specifications		Revised Technical Specifications	
Laptop Computers-Lightweight		Laptop Computers-Lightweight	
Display	Not more than 14" FHD (1920x1200)	Display	Not more than 14" FHD (1920x1080)
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Warranty	Three (3) Years	Warranty	Three (3) Years
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Warranty	Three (3) Years	Warranty	Three (3) Years
Warranty	none	Warranty	One (1) Year for Battery and Mouse

B. Response to queries/clarifications:	
QUERY/CLARIFICATION	DENR RESPONSE
<p>Bidder 1</p> <p>Lightweight</p> <ol style="list-style-type: none"> Request to change the High Resolution Audio to High Definition Warranty of Battery to One (1) year Warranty of Other Accessories to One (1) year <p>Midrange</p> <ol style="list-style-type: none"> Request to change the High Resolution Audio to High Definition Warranty of Battery to One (1) year Warranty of Other Accessories to One (1) year 3x USB Type A to 2x USB Type A 	<p>Requests granted.</p>

<p>Bidder 2</p> <p>To include years of experience in private.</p> <p>Lightweight</p> <ol style="list-style-type: none"> 1. Display from 1900x1200 to 1900x1080 2. Processor from up to 4.80 GHz to up to 4.7 GHz 3. Bluetooth from 5.2 to 5.1 <p>Midrange</p> <ol style="list-style-type: none"> 1. Bluetooth from 5.2 to 5.1 2. 3x USB Type A to 2x USB Type A 	<p>-The End-user changed the requirements to 6 years in providing ICT Equipment to the Philippine Government and include a minimum of 2 years of experience in private organization.</p> <p>-Request granted. -Request denied.</p> <p>-Request denied.</p> <p>-Request denied.</p> <p>-Request granted.</p>
<p>Bidder 3</p> <p>To include years of experience in private.</p> <p>Lightweight</p> <ol style="list-style-type: none"> 1. Weight from 1.3kg to 1.49 kg 	<p>-The End-user changed the requirements to 6 years in providing ICT Equipment to the Philippine Government and include a minimum of 2 years of experience in private organization.</p> <p>-Request denied.</p>
<p>Bidder 4</p> <p>Lightweight</p> <ol style="list-style-type: none"> 1. To Clear Resolution 	<p>-Request granted.</p>
<p>Bidder 5</p> <p>Lightweight</p> <ol style="list-style-type: none"> 1. Request to relax the processor from 12 Gen Intel Core i7 (12mb cache, up to 4.8GHz) to latest 12 Gen Intel Core i7 2. Request to relax the memory from 16GB DDR5 to 16GB DDR4 3. Request to simplify the ports from 1x Type C (USB/DP/THUNDERBOLT) with PD charging to 1x USB Type C with PD Charging 4. Weight from 1.3kg to 1.4kg 	<p>Requests denied</p>
<p>Bidder 6</p> <p>Change years of experience in providing ICT equipment from seven (7) years to 5 years.</p>	<p>-The End-user changed the requirements to 6 years in providing ICT Equipment to the Philippine Government and include a minimum of 2 years of experience in private organization.</p>

Bidders are advised to use the following forms together with all other required documents for the submission of bids on 11 May 2023, 9:00 AM:

1. **Section VI. Revised Schedule of Requirements (Terms of Reference as of 03 May 2023)**
2. **Section VII. Revised Technical Specifications**

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 4th of May 2023 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 03 May 2023



Republic of the Philippines
Department of Environment and Natural Resources
Visayas Avenue, Diliman Quezon City, 1100
Tel. Nos. (632) 929-66-26 * (632) 929-62-52
929-66-20* 929-66-33 to 35* 929-70-41 to 43

TERMS OF REFERENCE

As of 3 May 2023

Procurement of Laptop Computers for the Department of Environment and Natural Resources-Central Office (DENR-CO)

I. RATIONALE

The DENR is the primary agency responsible for the conservation, management, development, and proper use of the country's environment and natural resources. In order to effectively and efficiently perform its mandated tasks and responsibilities, DENR employees must have necessary ICT equipment such as but not limited to desktop, laptop, server, productivity software, uninterrupted power supply (ups), etc. With this, the DENR shall procure laptop computers to support such tasks and responsibilities.

II. APPROVED BUDGET FOR THE CONTRACT

The total ABC for the project is **PhP9,820,000.00** inclusive of all applicable government taxes and service charges.

III. PROJECT DESCRIPTION

This project involves supply and delivery of one hundred twenty (90 mid-range, 30 lightweight) sets of brand-new laptop computers for the DENR Central Office.

IV. QUALIFICATION OF BIDDER

- A. Bidders must have at least six (6) years' experience in providing ICT Equipment (such as Computers, Laptop or Servers) to Philippine Government agencies and minimum of two (2) years in private and should provide proof accompanied by correspondence from referees indicating that such project was executed as well as their contactable references.
- B. Bidders must have the capacity and ability to provide prompt maintenance services and technical support stated in the section V-D of this TOR.

V. PROJECT REQUIREMENTS

A. Technical Specifications

Minimum Technical Requirements unless Otherwise Specified	
LAPTOP COMPUTERS-Lightweight	
Operating System:	Windows 11 Pro (64-bit)
Processor:	12th Gen Intel Core i7 (12MB Cache, up to 4.80GHz)
Memory:	16GB DDR5 or higher
Storage:	512 GB NVMe PCIe Gen4x4-Solid State Drive
Display:	Not more than 14" FHD (1920x1080)
Graphics:	Integrated Intel Graphics
Chipset:	Integrated SoC

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Minimum Technical Requirements unless Otherwise Specified	
LAPTOP COMPUTERS-Lightweight	
Camera:	Integrated HD
Audio:	Audio Speaker (via built-in or external unit), High-Resolution or High Definition Audio Ready
Wireless:	802.11 ax, Bluetooth 5.2 or higher
Keyboard:	Backlit keyboard with touchpad with multi-gesture support
	1x Type C (USB /DP/Thunderbolt) with PD charging, 1x USB Type A, 1 Headphone/Mic combo, 1 RJ-45 (all optional with laptop manufacturer's adapter)
Warranty:	Three (3) Years
Warranty:	One (1) Year for Battery and Mouse
Weight with Battery:	Not more than 1.3kg
Others/ Accessories:	USB Optical Mouse (Same Brand), power cord, adapter, carrying case, Energy Star or EPEAT, Military-Grade Standard
Security Features:	3 years subscription with on-site support for Anti-Virus with at least features for roaming platform, file activity monitor and data loss prevention

Minimum Technical Requirements unless Otherwise Specified	
LAPTOP COMPUTERS-Midrange	
Operating System:	Windows 11 Pro (64-bit)
Processor:	12th Gen Intel Core i7 (12MB Cache, up to 4.70 GHz)
Memory:	16GB DDR4 or higher
Storage:	512 GB NVMe PCIe Gen3x4 Solid State Drive
Display:	Not more than 14" FHD (1920x1080)
Graphics:	Integrated Intel Graphics
Chipset:	Integrated SoC
Camera:	Integrated HD
Audio:	Audio Speaker (via built-in or external unit), High-Resolution or High Definition Audio Ready
Wireless:	802.11 ax 201 (built-in), Bluetooth 5.2 or higher
Keyboard:	Backlit keyboard with touchpad with multi-gesture support
	1x USB Type C with PD charging, 3x USB Type A, 1x HDMI, 1 Headphone/Mic combo, 1 RJ-45 (all optional with laptop manufacturer's adapter)
Warranty:	Three (3) Years
Warranty:	One (1) Year for Battery and Mouse
Weight with Battery:	Not more than 1.6kg
Others/ Accessories:	USB Optical Mouse (Same Brand), power cord, adapter, carrying case, Energy Star or EPEAT
Security Features:	3 years subscription with on-site support for Anti-Virus with at least features for roaming platform, file activity monitor and data loss prevention

Note: *Technical Evaluation shall be based on the documents submitted such as, but not limited to brochures and technical data sheet to be submitted during post-qualification within five (5) calendar days from receipt of Notice from the Bids and Awards Committee (BAC) declaring the bidder as having the lowest or single calculated bid.*

B. Brand Manufacturer Requirements

1. ISO 9001:2008 Certification.
2. ISO 14001:2004 Certification.
3. Eco-label Certification that conforms to ISO 14024:1999 or ECMA 370.

C. Warranty and After-Sales Support

1. The winning bidder must provide a Warranty Certificate in favor of the Department of Environment and Natural Resources (DENR) covering a period of three (3) years for the parts and services of Laptop Computers.
2. On-site support shall be provided and addressed by the winning bidder on the following working day from receipt of notice from DENR.

D. Service Level Agreement within the Warranty Period

1. The Winning bidder shall provide at least two levels of customer support for the ticketing system. The customer support must acknowledge the report and create a ticket within one (1) calendar day and the service technician must do a site visit within 3 calendar days upon the creation of the ticket.
2. In case of equipment pullout, a service or replacement unit of the same specification as that of the malfunctioning equipment shall be provided while the faulty equipment is undergoing repair or diagnostic for more than five (5) calendar days.
3. The winning bidder shall at all times, maintain the equipment functional and in running condition by providing the post implementation support and services including:
 - Operations and management of all hardware and license software products if any.
 - Deploying support technician for immediate maintenance, trouble-shooting, and repair purposes, for the duration of the warranty period.
 - Keeping stock/buffer of required replacement parts for quick response time.
4. Defective unit/s found within seven (7) calendar days from the date of acceptance shall be replaced by the winning bidder.

VI. DELIVERY PERIOD AND PLACE OF DELIVERY

The winning bidder shall supply and deliver the set of computers at the DENR Central Office, through Property and Supply Management Division (PSMD) - Supply Management Section (SMS) located at Basement, DENR Main Building, Visayas Avenue, Diliman, Quezon City within **ninety (90) calendar days** from receipt of Notice to Proceed (NTP).

VII. OTHER REQUIREMENTS

- A. Certification from the Brand and Product Manufacturer that original and genuine parts will be available and serviceable for at least five (5) years after acceptance.
- B. Manufacturer's Certification that the proposed brand is an international brand name and is sold and marketed continuously in the Philippines for the past ten (10) years. Shall be verifiable thru phone call, ocular inspection or both.
- C. Proof that the winning bidder has support personnel that underwent training for the antivirus they offer.
- D. Proof that the winning bidder is an authorized distributor/dealer/reseller of the laptop brand being offered.

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER

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VIII. TERMS OF PAYMENT

Payment shall be made after completion of the project as detailed below:

Timeline	Project Deliverables	Documentary Requirements
Within ninety (90) calendar days from receipt of NTP	<ul style="list-style-type: none"> Supply and delivery of Laptop Computer. Submission of Proof of Warranty. 	<ul style="list-style-type: none"> Delivery Receipt received by PSMD-SMS or End-user. Proof of Warranty Certificate of Inspection and Acceptance issued by DENR. Billing statement or Sales invoice. Copy of Bank Details (for payment processes)


Prepared By:


RONNEL B. VIGIL
 Administrative Assistant III
 Network Infrastructure Management Division
 Knowledge and Information Systems Service

Reviewed By:


NIZETHAL ADUCAL-MATIAS
 OIC Chief
 Network Infrastructure Management Division
 Knowledge and Information Systems Service

Approved by:


MARIA ELENA A. MORALLOS MANILA
 Director
 Knowledge and Information Systems Service
 Department of Environment and Natural Resources

B. OTHER REQUIREMENTS

- Bidder has no overdue deliveries or unperformed services intended for DENR.
- 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

PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER

(page 1 of 2)

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																																						
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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) **Laptop Computer-Lightweight** : _____

b) **Laptop Computer-Midrange** : _____

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).

DENR BIDS AND AWARDS COMMITTEE

REVISED CHECKLIST OF TECHNICAL AND FINANCIAL DOCUMENTS

SUPPLY AND DELIVERY OF LAPTOP COMPUTERS FOR THE DEPARTMENT OF ENVIRONMENT AND NATURAL RESOURCES-CENTRAL OFFICE (DENR-CO)

Project:

Bid Ref. No. Bid Ref. No. DENR-CO-2023-009

APPROVED BUDGET FOR THE CONTRACT: ₱9,820,000.00

ENVELOPE 1: TECHNICAL COMPONENT

CLASS "A" DOCUMENTS

A. LEGAL DOCUMENTS

- (a) Valid and current **Certificate of PhilGEPS Registration (Plantinum 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 "**Supply and Delivery of Personal Computers**".*
- 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
9,820,000.00	196,400.00	491,000.00	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 03 May 2023) 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: 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</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 (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>