



POWER SECTOR
ASSETS & LIABILITIES
MANAGEMENT CORPORATION



Management
System
ISO 9001:2015



www.tuv.com
ID 9105078859

__ May 2019

SUBJECT : Invitation for Negotiation for the Procurement of Security Services for Aplaya Diesel Power Plant and GenSan Diesel Power Plant (Project Reference No. 2019-NP2FB-SS-AGDPP-014-04)

Dear Sir/Madam:


The Power Sector Assets and Liabilities Management (PSALM) Corporation, through the 2019 Corporate Operating Budget (for the portion of the Contract to be performed in 2019) and 2020 Corporate Operating Budget (for the portion of the Contract to be performed in 2020), intends to apply the sum being the respective Approved Budget for the Contract (ABC) in the amount of THREE MILLION NINE HUNDRED SIX THOUSAND PESOS (PHP 3,906,000.00) inclusive of VAT. Proposals received in excess of the ABC shall be automatically rejected at bid opening.

We are furnishing you herewith a copy of the *Schedule of Requirements* (Annex A), and *Technical Specifications* (Annex B) for the details of the scope of work and services of the Project.

In this regard, may we invite your company for a negotiation meeting on **Wednesday, 8 May 2019, 10:00 AM** at the 24th Floor Vertis North, Corporate Center 1, Astra corner Lux Drives, Vertis North, North Avenue, 1105 Quezon City.

For inquiries you may email at BACSec2019@psalm.gov.ph or you may call the BAC Secretariat at Telephone No. 902-9094.

Very truly yours,


MARIA ILYN G. ALBITO
Chairman
BIDS AND AWARDS COMMITTEE

SCHEDULE OF REQUIREMENTS

1.0 General Requirements

The services included in this project consists of, but not limited to, the supply of security services for Aplaya Diesel Power Plant and GenSan Diesel Power Plant as indicated in tables below.

One (1) Detachment Commander shall be deployed to supervise the security services of the facilities and installations under this procurement. The DC shall have a regular office hour duty but is required to do spot checking of all security personnel in each area for every shift and as may be required by PSALM from time to time.

1.1 Aplaya Diesel Power Plant

POST/AREA	NO. OF SECURITY PERSONNEL POSTED			TOTAL	FIREARMS		Motor Vehicle	CCTV Camera
	Day Shift	Swing Shift	Grave Shift		Pistol	Shotgun	Motor Cycle 125cc	
Main Gate	1	1	1	3	-	1	-	1
Roving 1 Former PIG-C Office	1	1	1	3	1	-	-	-
Housing Area	1	1	1	3	1	-	-	-
Roving 2 Housing & Tank Farm	1	1	1	3	-	1	-	-
Shift-In-Charge	-	1	-	1	1	-	-	-
Detachment Commander	1	-	-	1	1	-	1	-
Total				14	4	2	1	1

1.2 GenSan Diesel Power Plant

POST/AREA	NO. OF SECURITY PERSONNEL POSTED			TOTAL	FIREARMS
	Day Shift	Swing Shift	Grave Shift		Pistol
Roving Guard	1	1	1	3	1
Total				3	1

2.0 Contract Schedule

The contract period is for one (1) year unless sooner terminated for cause, or if the plant or installation is abolished, sold, privatized or turned over to new owner, to commence from the receipt by the Supplier of the Notice to Proceed (NTP). It may be extended, but such extension shall not exceed one (1) year. In case of loss of trust and confidence in the Supplier, PSALM shall have the exclusive right to terminate the Contract, upon thirty (30) days written notice to the Supplier.

3.0 Shift Schedule

- A. The Regular Guard shall have a regular eight (8) hour duty in the following schedules:
 1. First Shift: Day (0600H-1400H)
 2. Second Shift: Swing (1400H-2200H)
 3. Third Shift: Grave (2200H-0600H)

4.0 Category of Security Personnel Posted

Facility	Number & Category of Security Personnel			
	Regular	SIC	Detachment Commander	Total
Aplaya DPP	12	1	1	14
GenSan DPP	3	0	0	3

5.0 Minimum Security Equipment/Monitoring Requirement

1. Firearms. The Supplier shall provide the number of Firearms indicated in 1.1 to 1.2 above. Shotguns shall have eighteen (18) rounds each. Pistols shall be 9mm caliber with two (2) magazines containing seven (7) rounds each.

2. A1 Condition Motorcycle 125cc registered under the name of the Supplier. The Supplier shall provide the number of motor vehicles indicated in 1.1 to 1.2 above.
3. Closed Circuit Television (CCTV) systems with monitor. The Supplier shall provide the number of CCTV cameras indicated in 1.1 to 1.2 above. Each CCTV system shall include a desktop computer and shall be capable of storing recordings at 24/7. The Supplier shall submit monthly a copy of recordings for the month on the 10th day of the succeeding month. The recordings shall be in DVD format. Compliance thereto is a criterion for performance evaluation or termination of contract.
4. Each Security Guard-on-duty, Shift-in-Charge, Detachment Commander and Base shall have one handheld radio each with reserve batteries and chargers.

Base shall mean the base radio or over-all command post which is the strategic location within the Plant/Installations to be identified by the Supplier subject to approval by PSALM.

5. Each Security Guard-on-duty shall be equipped with the following:
 - a. Whistle;
 - b. Nightstick (Baton) with horizontal handle as specified under Rule VIII, Section 3 of IRR of R.A. 5487;
 - c. Flashlight;
 - d. First aid kit (belt bag type) to contain basic first aid items which can be used to treat minor injuries; and
 - e. Handcuffs, 1 set.
6. One (1) digital camera.
7. One (1) cellular phone, with Php300 pre-paid load per month, to be deployed at PSALM AGSD Office, for easy communication and monitoring. The Supplier shall be charged a corresponding deduction in the billing should it fail to provide this equipment.
8. One (1) cellular phone, available and operational at all times, at the Project Site.

All required materials and equipment for the facility should be available during the Post Qualification Evaluation.

6.0 Uniform Requirement

1. Type A Uniform as prescribed by pertinent policies.
2. Uniform for security guards may be relaxed in areas with no operational office or facility.

3. Type B uniform or Patrol shirt may be allowed for security guards assigned in Roving Post.

The Detachment Commander, as Security Officer (SO), is required to wear fast navy blue, short sleeves, shoulder straps, two breast pockets with cover flaps and navy blue front buttons.

7.0 Additional Allowance

In view of additional educational requirements and duties as Shift-In-Charge and Detachment Commander. Additional Allowances shall be added to their salaries as follows:

Category	Additional Allowance
Shift-In-Charge	One Thousand Pesos (PHP 1,000.00)
Detachment Commander	One Thousand Five Hundred Pesos (PHP 1,500.00)

TECHNICAL SPECIFICATIONS

A. Scope of Work

- A.1 The services to be performed by the Supplier shall essentially consist of security services by fifteen (15) licensed and uniformed regular guards, one (1) shift-in-charge, and one (1) Detachment Commander, with communication equipment, firearms and ammunition, and standard protective gear as may be required. Services shall also include the provision of security investigative and supervisory personnel.
- A.2 The services shall include the areas specified in Section VI. Schedule of Requirements.
- A.3 The Detachment Commander is required to do spot checking of all security personnel in each area for every shift as may be required by PSALM from time to time.

B. Manpower Requirements

- B.1 The Supplier shall assign and provide PSALM with qualified, acceptable, licensed, bonded, armed, and trained security personnel who possess the following minimum qualifications:
- 1) Regular guards must be high school graduates. The Detachment Commander must have completed at least second year college;
 - 2) Must have the following attributes:
 - For Female - Must be physically and mentally fit, at least 5 feet and 2 inches in height; weight of no less than 100 lbs.; of legal age; and, not addicted to or dependent on prohibited drugs or intoxicating liquor;
 - For Male - Must be physically and mentally fit, at least 5 feet and 4 inches in height; weight of no less than 120 lbs.; of legal age; and, not addicted to or dependent on prohibited drugs or intoxicating liquor; and,
 - 3) Must be of good moral character and possess no derogatory records from the Philippine National Police and National Bureau of Investigation.
- B.2 The Supplier shall provide a copy of the Bio-Data of each security guard enclosed with valid Security Guard License, Local Clearances, Medical Report, Drug Test Result, and Certificate of Training. The Supplier must

submit certified true copies of said licenses to PSALM before deployment of security personnel.

- B.3 Based on the exigencies of service, PSALM reserves the right to vary at anytime the security services requirements as allowed under R.A. 9184 including but not limited to the number of security personnel, firearms, communication equipment, etc., which shall be in the form of addendum to the Contract. Such variations may be in the form of: (i) increase or reduction in the number of security personnel deployed; or (ii) extending security services to the other installation(s) of PSALM, subject to the limitations as provided in this Contract.
- B.4 Any violation of the foregoing provisions shall be considered as substantial contractual breach and shall entitle PSALM to immediately terminate this Contract with forfeiture of any and all sums due or payable to the Supplier under the Contract.

C. Equipment/Materials Specifications

- C.1 The Supplier shall ensure that all security personnel of the Supplier are familiar with and are competent and capable of rendering security services necessary to efficiently protect and preserve the Facility/Facilities and are knowledgeable on the use and care of the firearms/equipment entrusted to them, and shall undergo periodic training and practice to improve their proficiency in the use of the same.

- C.2 Minimum specifications of Service Pistol for Security Personnel:

Caliber	:	9 mm
Action	:	Semi-Automatic
Capacity	:	Seven (7) rounds minimum
Sights	:	Fixed
Finish	:	Blued
Magazines	:	Two (2)

- C.3 Minimum specifications of Shotgun:

Action	:	Pump action, side ejecting
Gauge	:	12 GA. 3" MAG
Choke	:	Open Cylinder
Capacity	:	4 + 1 shells
Barrel Length	:	18 ½ inches
Weight (empty)	:	6 lbs. (2.8 kgs)
Finish	:	Parkerized

C.4 Minimum specifications of CCTV Camera:

CAMERA	GENERAL
Image Sensor: 2.4MP CMOS Image Sensor Signal System: NTSC Effective Pixels 1920 (H) × 1080 (V) Min. illumination: 0.1 Lux@(F1.2,AGC ON), 0 Lux with IR Shutter Time: 1/25 (1/30) s to 1/50,000 s Lens: 2.8 mm, 3.6 mm, 6 mm optional Field of view: 103° (2.8 mm), 82.2° (3.6 mm), 54° (6 mm) Lens Mount: M12 Day & Night: ICR Angle Adjustment: Pan: 0° to 360°, Tilt: 0° to 75°, Rotation: 0° to 360° Synchronization: Internal synchronization Video Frame Rate: 1080p@25fps/1080p@30fps HD Video Output: 1 analog HD output S/N Ratio >62 dB	Operating Conditions: -40 °C to 60 °C (-40 °F to 140 °F), Humidity: 90% or less (non-condensation) Power Supply: 12 V DC±15% Power Consumption: Max. 4 W Protection Level: IP66 IR Range: Up to 20 m Dimensions 89.47 × 67.6 mm (3.52" × 2.7") Weight 340 g (0.75 lb.)

C.5 Minimum Specifications of the Short-Range Handheld Radio for Security Personnel:

VHF or UHF Scanning Portables; 4-watt output, 15 channels plus 1 scan channel; with busy channel lockout. All-metal chassis and palm-size compact design .38 CTCSS and 83 DCS tones enable users to have frequencies that others are using without hearing them. 6 volt/1300 mAh nickel-metal hydride battery, with battery saver and low-battery alert. Battery saver function can be turned on/off by the dealer.

Features include:

- 16 Channels
- PC Programmable Software Options
- Battery Saver
- Busy channel Lockout
- 38 CTCSS Privacy Codes per channel
- Digital Coded Squelch programmable
- Up to 7-miles range
- Standard 1300mAh Ni-MH high-capacity battery pack
- Channel spacing 25/12.5 kHz
- 150-174 MHz VHF or 450-470 MHz UHF
- Time-out timer
- Priority scan function

D. Security Plan, Disaster Preparedness Plan and Security Reporting Manual

D.1 The Supplier shall submit the following to PSALM:

- a. Security Plan describing the qualifications of personnel, duties and responsibilities of security personnel, composition and disposition/deployment of security personnel, communication and support equipment, training and any other programs to be proposed by the Bidder; and

- b. The Security Plan shall include; (i) a disaster preparedness plan (including but not limited to earthquake, fire, flood, bomb threat, or any calamities or acts of God); and (ii) a manual or set of procedures regarding reporting to PSALM.
- D.2 The Supplier shall at all times inform PSALM of any attempted or consummated security breach in the Facility/Facilities not later than twenty-four (24) from the occurrence of the incident through the submission of an Incident Report that provides all relevant details and shall take steps to prevent the theft or pilferage of items, as well as the proliferation of squatters, in the Facility/Facilities. All reported losses of PSALM assets and properties owned by PSALM personnel or guests shall be investigated by PSALM and the Supplier. If after such investigation, it is found that the loss is due to the negligence or fault of Supplier or any of its security personnel, then such loss may be a ground for termination of security services without prejudice to the institution of appropriate criminal and civil actions against the persons concerned.
- D.3 The Supplier shall assume full responsibility and compensate PSALM for any loss, damage, theft, robbery, trespass or injury to life and/or property within its area under its security and protection due to the willful act or negligence of its security personnel.
- D.4 The Supplier shall ensure that its security personnel will strictly follow instructions and notices that PSALM may provide to the Supplier from time to time (i.e. who may or may not be allowed to enter and the like).
- D.5 The Supplier shall submit a quarterly inventory of residents/households within their jurisdiction.

E. Rights of PSALM to Terminate the Contract

- E.1 It is expressly understood herein that the relationship of Supplier with PSALM is based purely on the trust and confidence of the latter in the former and that PSALM shall have the right to terminate the Contract in case of loss of said trust and confidence in Supplier, upon thirty (30) days prior written notice to Supplier.
- E.2 PSALM shall also have the right to terminate the Contract upon thirty (30) days prior written notice to the Supplier, if through PSALM's own determination, any of the following incidents occurred or has likely occurred:
 - 1) Supplier or Supplier's security personnel have willfully and intentionally, or through negligence, caused the death of, or has inflicted physical injury to, any person or PSALM personnel inside the Facility;

- 2) Supplier or Supplier's security personnel have caused: (i) irreparable damage to the prestige or any vital interest of PSALM; (ii) destruction of PSALM property and equipment; or (iii) economic loss to PSALM by personal participation or non-performance of his duties and responsibilities;
- 3) Supplier violated any obligation required under this Contract and refused to comply and/or remedy the violation within a reasonable period prescribed by PSALM;
- 4) Supplier failed to timely pay the salaries or any labor benefits of any security personnel in accordance with PSALM Form Nos. FIN - 01A, and 01B for two consecutive billing periods;
- 5) PSALM discovered that the Supplier resorted to unauthorized, illegal, involuntary and unreasonable deductions, resulting to short and underpayment of salaries of security personnel;
- 6) Supplier increased or decreased the number of security personnel agreed upon with PSALM without written approval of PSALM;
- 7) Supplier or Supplier's security personnel tampered or falsified individual time records of the security personnel; and
- 8) Supplier or Supplier's security personnel committed any breach of this Contract.

E.3 PSALM shall have the right to terminate the award of this Contract when the Supplier, upon written notice, fails to comply with any or all of the following, before the initial posting:

- 1) Open special bank accounts for the purpose of the separation of the: (i) payroll fund for the guards; and (ii) agency fee. Said bank accounts shall be presented to PSALM;
- 2) Present physically to PSALM (Head of Installation or his designee) all the equipment requirement under this Contract, including the list of names of security personnel to be posted; and
- 3) Provide the performance bond as required under this Contract.

E.4 PSALM may, without incurring any liability whatsoever, terminate the contract with the Supplier in whole or in part if the plant or installation is abolished, sold, privatized or turned over to the new owner.

E.5 In the event of failure by the Supplier to satisfactorily perform and render the service stated in this contract or declaration of a strike by

the security personnel against either party or both, or of intervening legal impediments, PSALM shall have the right to terminate this Contract. If the Supplier is culpable or contributory to the cause of termination, PSALM may likewise confiscate or forfeit the performance bond of the Supplier, without prejudice to payment by the Supplier of penalties as well as property losses or damages that PSALM may have suffered as a result thereof.

- E.6 The Supplier warrants that it shall comply with all the existing pertinent laws, rules and regulations and any violation thereof which adversely affects the quality and efficiency of the service shall be a ground for termination of this Contract.

F. Billing Requirements

- F.1 Billing period is every first (1st) day of the month up to the last day of the month (the "Billing Period"). For processing of billing, the Supplier shall submit to PSALM the billing together with supporting documents specified in the Billing Requirements Checklist attached as Annex "A" of the Contract not later than thirty (30) days from the end of each billing period.
- 1.1. PSALM's Administration and General Services Division (AGSD) shall examine and verify the billing and the billing requirements submitted by the Supplier and shall return to the Supplier documents that are deficient/incomplete for compliance. Failure to submit any supporting documents or failure to correct deficient documents as directed shall be a sufficient basis for PSALM to withhold payments due for such billing period. Billing shall be processed and approved chronologically to avoid confusion.
- F.2 Should there be new laws or issuances promulgated by the Government, which may increase the *minimum wage* or SSS, Philhealth, Employee's Compensation premium, PAG-IBIG Fund premium, bonuses or taxes presently applicable, there shall be a corresponding adjustment in the contract price in an amount consistent with approved PNP-SOSIA/PADPAO adjusted rates starting from the effectivity date of such adjustment. The claim on such adjustment must be supported by a request by the Supplier and other relevant documents, as may be requested by PSALM.
- F.3 The Supplier shall submit a Sworn Certification from the Detachment Commander and Shift-In-Charge that the additional allowances were received by him, as required under Item 7.0, Section VI- Schedule of Requirements.
- F.4 The Supplier hereby agrees to undertake the appropriate compensatory action and/or effect payment of penalties for violations of any of the following:

SUPPLIER'S VIOLATIONS	PENALTY
a. Loss or damage of materials/equipment at the area of responsibility	The actual value of the loss or extent of damages of such property and termination of Contract.
b. Incomplete equipment/facilities on site as committed under this Contract	One Thousand Five Hundred Pesos (PhP1,500.00) per lacking item, to be deducted from billing for the period.
c. Failure to provide the required service vehicle.	PhP500.00 per vehicle per day.
d. Failure to issue firearm to posted guard.	PhP500.00 per post per day.
e. Issued a firearm without license.	PhP500.00 per firearm w/o license per day.
f. Issued a defective firearm to a posted guard.	PhP200.00 per firearm per day.
g. Issued a firearm, not owned or licensed in the name of the Supplier, to a posted guard.	
h. Issued a firearm of lower caliber than required by the Contract.	PhP100.00 per firearm per day.
i. Not issued any magazine or holster for extra ammunition.	PhP100.00 per magazine per day.
j. Failure to issue the required communication equipment.	PhP200.00 per radio or communications equipment per day.
k. Security personnel without whistle, night stick and flashlight while on night duty and raincoat/umbrella during bad weather conditions.	PhP50.00 for 1 st offense, PhP100.00 for 2 nd offense, and PhP200.00 for 3 rd offense and for the 4 th offense, termination of the guard.
l. Posting of unqualified guard(s).	PhP200.00 per day per guard and removal of the guard from any detail upon receipt of PSALM's notice.
m. Incomplete guard posting.	One-day guard's pay deduction per absentee guard posting from the billing for the period.
n. Abandonment of Post.	PhP200.00/guard/day and termination of the guard's service upon receipt of the

SUPPLIER'S VIOLATIONS	PENALTY
	written notice from the installation head.
o. Improper uniform, drinking, smoking, misbehaving of security personnel during their duty.	Replacement of security personnel concerned and deduction of one-day guard's pay per guard involved from the billing for the period.
p. Providing confidential information or access to restricted areas to unauthorized person(s).	Termination of the security personnel upon written notice.
q. Indiscriminate firing of his service firearm.	
r. Playing with his service firearm or allowing others to play or tinker with his firearm.	
s. Commission of scandalous or disorderly conduct within the installation premises.	
t. Conduct of extortion activities.	PhP100.00 per incident and termination of the guard's service upon receipt of written notice by the installation head.
u. Display of discourteous or rude conduct, or failure to respect or render courtesy to PSALM official, employee or visitor.	
v. Sleeping on duty.	
w. Unauthorized overtime.	PhP100.00 /guard/violation
x. Unauthorized absence.	PhP100.00 per incident of failure to report to duty.
y. Failure of the posted security guard to carry his license as Private Security Personnel.	PhP100.00 per incident.
z. Reading newspaper, comics, and other unofficial reading materials while on duty.	PhP50.00 for 1 st offense, PhP100.00 for 2 nd offense, and PhP200.00 for 3 rd offense and for the 4 th offense, termination of the guard.
aa. Sporting the non-regular haircut, beard/mustache or improper uniform while on duty.	
bb. Engaging in prolonged or unnecessary conversation over the telephone/cellphones or	

SUPPLIER'S VIOLATIONS	PENALTY
with visitors/employees or texting while on duty.	
cc. Tardiness.	
dd. Unnecessary use of cellphones/gadgets.	

F.5 The amount due shall be deducted by PSALM from any claims due to the Supplier under the Contract.

G. Taxes

G.1 Pursuant to Executive Order 398 dated 12 January 2005, the Supplier shall regularly present, within the duration of this contract, a tax clearance from the BIR as well as a copy of its income and business tax returns duly stamped received by the BIR.

G.2 All taxes due and payable by reason of this Contract shall be for the account of the Supplier.

H. Others

H.1 The Supplier shall ensure that the discipline and management of security personnel shall be in conformity with the rules and regulations of the Philippine National Police-Supervisory Office for Security and Investigation Agencies (PNP-SOSIA) and other pertinent legal issuances, as well as those of the Supplier, other government agencies duly authorized for the purpose and/or rules and policies laid down by PSALM on the matter.

H.2 The Supplier shall assign security personnel based on a schedule of Post Assignments to be provided by PSALM. The Supplier shall replace any security personnel who fails to meet the performance evaluation of PSALM or are found guilty of acts inimical to PSALM's interest. Otherwise, PSALM may consider the same a valid cause for the immediate termination of the Contract.

H.3 It is expressly agreed and understood that the security personnel of the Supplier are not employees of PSALM and as such, PSALM shall not in any way or manner be liable or responsible for any personal injury or damage to properties, including death sustained by or caused to, or by any of the Supplier's employees or security personnel assigned to the premises of Aplaya Diesel Power Plant and GenSan Diesel Power Plant during the performance of their duties.

H.4 Insofar as any and all security personnel assigned to PSALM are concerned, the Supplier shall at all times stand solely liable and/or responsible for the enforcement and compliance with all existing laws,

rules and regulations, including the Labor Code, Social Security Law, Employees' Compensation Act, Philhealth Act, HDMF Law and other related welfare legislations/issuances. The Supplier further agrees and binds itself to save and hold PSALM free from any liability which may arise therefrom.

The Supplier hereby agrees to hold PSALM free and harmless from all and any damages and liabilities that may be filed against Supplier or Supplier's security personnel by reason of their employment by the Supplier under decrees and/or laws pertinent to employer-employee relationship.

- H.5 It is expressly understood and agreed that the security personnel/guards assigned by the Supplier under this Contract are, for all intents and purposes, the employees of the Supplier and hence, no employer-employee relationship exists between any and all of the security guards/personnel of the Supplier and PSALM. Supplier shall hold PSALM free and harmless from any claims, causes of action and suits that may be instituted by Supplier's security personnel.

As such, PSALM shall not in any way or manner be liable or responsible for any personal injury or damage to properties, including death sustained by or caused to, or by any of the Supplier's employees or security personnel assigned to the Facility during the performance of their duties.

- H.6 The determination of wages or compensation of the security personnel shall not be lower than that prescribed under the prevailing DOLE Wage Order.

Form No. ELIG-01

List of all Ongoing Government and Private Contracts including Contracts Awarded but not yet Started

Business Name : _____

Business Address : _____

Name of Contract/ Project Cost	Owner's Name a. Address b. Telephone Nos. c.	Nature of Work	Bidder's Role		Date Awarded a. Date Started b. Date of c. Completion	% of Accomplishment		Value of Outstanding Works / Undelivered Portion
			Description	%		Planned	Actual	

Note: The following documents shall be submitted upon post-qualification:

1. Notice of Award and/or Contract
2. Notice to Proceed issued by the owner

Submitted by : _____

(Printed Name & Signature)

Designation : _____

Date : _____

Form No. ELIG-02

Statement of Single Largest Completed Contract which is Similar in Nature During the last three (3) years

Business Name : _____

Business Address : _____

Name of Contract	Owner's Name a. Address b. Telephone Nos.	Nature of Work	Bidder's Role		Amount at a. Award b. Amount at Completion c. Duration	Date Awarded a. Contract Effectivity b. Date Completed c.
			Description	%		

Note: The following documents shall be submitted upon post-qualification:

1. Contract
2. Certificate of Completion/Acceptance

Submitted by : _____

(Printed Name & Signature)

Designation : _____

Date : _____

Form No. ELIG-03

Financial Documents for Eligibility Check

- A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the income tax return and audited financial statement, stamped "RECEIVED" by the Bureau of Internal Revenue (BIR) or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

		Year 20__
1.	Total Assets	
2.	Current Assets	
3.	Total Liabilities	
4.	Current Liabilities	
5.	Net Worth (1-3)	
6.	Net Working Capital (2-4)	

- B. The **Net Financial Contracting Capacity (NFCC)** based on the above data is computed as follows:

NFCC = [(Current asset - current liabilities) (15)] minus value of all outstanding or uncompleted portions of the project under ongoing contracts yet to be started coinciding with the contract to be bid.

or

Commitment from a licensed bank to extend to it a credit line if awarded the contract.

Name of Bank: _____ Amount: _____

Submitted by:

 Name of Supplier / Distributor / Manufacturer

 Signature of Authorized Representative

Date: _____

NOTE:

If Partnership or Joint Venture, each Partner or Member Firm of Joint Venture shall submit Form No. ELIG-03.

Form No. ELIG-04

Joint Venture Agreement

KNOW ALL MEN BY THESE PRESENTS:

That this JOINT VENTURE AGREEMENT is entered into By and Between _____,
of legal age, (civil status), owner/proprietor of _____
and a resident of _____.

and -

_____, of legal age, (civil status), owner/proprietor of _____
a resident of _____.

That both parties agree to join together their manpower, equipment, and what is needed to facilitate the Joint Venture to participate in the Eligibility, Bidding and Undertaking of the here-under stated project to be conducted by the PSALM Corporation.

NAME OF PROJECT

CONTRACT AMOUNT

That both parties agree to be jointly and severally liable for the entire assignment.

That both parties agree that _____ and/or _____ shall be the Official Representative of the Joint Venture, and is granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the Joint Venture in the bidding as fully and effectively and the Joint Venture may do and if personally present with full power of substitution and revocation.

That this Joint Venture Agreement shall remain in effect only for the above stated Project until terminated by both parties.

Name and Signature of Authorized Representative

Name and Signature of Authorized Representative

Official Designation

Official Designation

Name of Firm

Name of Firm

Witnesses

1. _____

2. _____

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
_____)S.S.

BEFORE ME, a Notary Public for and in _____, Philippines, this _____ day of _____, 2019, personally appeared:

Name	Identification Document	Issued on	Issued at

known to me and known to be the same persons who executed the foregoing instrument consisting of _____ () pages, including the page whereon the acknowledgment is written and acknowledged before me that the same is his free and voluntary act and deed and/or that of the Corporation he represents.

WITNESS MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.

Notary Public

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 2019.