

Section III. Bid Data Sheet

Notes on the Bid Data Sheet (BDS)

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.

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ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <p>a. <i>Supply and Delivery of Common Office Supplies and Equipment.</i></p> <p>b. completed within <i>three (3) years</i> prior to the deadline for the submission and receipt of bids.</p>
7.1	<i>Not Applicable.</i>
12	The price of the Goods shall be quoted DDP <i>USTP-CDO Campus, Cagayan de Oro City</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
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> <p>a. The amount of not less than <u>Php. 29,869.91</u> if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</p> <p>b. The amount of not less than <u>Php. 74,674.77</u> if bid security is in Surety Bond.</p>
19.3	<i>Proposed Procurement of the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO Campus CY 2024</i>
20.2	<p>Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law.</p> <p><i>NOTE: The latest income and business tax returns are those within the last six (6) months preceding the date of bid submission.</i></p>
21.2	<i>Not Applicable.</i>