



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**BIDS AND AWARDS COMMITTEE**

**Resolution No. 2021-03**

**WHEREAS**, the Department of Budget and Management-Bids and Awards Committee (DBM-BAC) conducted Public Bidding for the Project, "Courier Services," with an Approved Budget for the Contract of P7,000,000.00 for FYs 2021 and 2022, through the authorized appropriations under the FY 2021 General Appropriations Act and Multi-Year Contractual Authority No. MYCA-BMB-C-19-0000005, as reflected in the Annual Procurement Plan, CY 2021;

**WHEREAS**, as part of DBM's early procurement activities, the Invitations to Bid for the Project were posted on the Philippine Government Electronic Procurement System (PhilGEPS) website, the DBM website, and all DBM bulletin boards on October 27, 2020 and November 20, 2020, but failures of bidding were declared on November 17, 2020 under BAC Resolution No. 2020-52 and on December 11, 2020 under BAC Resolution No. 2020-63, respectively;

**WHEREAS**, on January 12, 2021, the third Invitation to Bid was posted on the PhilGEPS website, the DBM website, and all DBM bulletin boards;

**WHEREAS**, two (2) prospective bidders, namely: (i) Airspeed Philippines; and (ii) Premier Logistics, Inc., responded to the said Invitation and attended the Pre-bid Conference via videoconferencing on January 19, 2021;

**WHEREAS**, Supplemental/Bid Bulletin No. 1 was issued on January 26, 2021 to clarify, modify or amend items in the Bidding Documents;

**WHEREAS**, during the submission and opening of bids on February 2, 2021, only one bidder, Intertraffic Transport Corporation (Intertraffic), submitted a bid;

**WHEREAS**, on February 2, 2021, after preliminary examination of the bid, the DBM-BAC, using non-discretionary "pass/fail" criteria, determined the submission of Intertraffic as "passed" for complying with all the eligibility and technical requirements as stated in the Bidding Documents;

**WHEREAS**, after evaluation of the financial proposal of Intertraffic, the BAC declared the submission of Intertraffic as the Single Calculated Bid in the amount of P6,486,940.00;

**WHEREAS**, after careful examination, validation and verification, the DBM-BAC determined that the eligibility, technical and financial components of the bid of Intertraffic have passed all the criteria for post-qualification;

**NOW, THEREFORE**, for and in consideration of the foregoing premises, the DBM-BAC **RESOLVED**, as it hereby **RESOLVED**, the following:


- 1) To declare the bid of Intertraffic Transport Corporation for the Project, "Courier Services," in the amount of P6,486,940.00 as the Single Calculated and Responsive Bid, in accordance with Section 36 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184; and
- 2) To recommend to the Secretary of the Department of Budget and Management, as the Head of the Procuring Entity, that the contract for the Project be awarded to Intertraffic Transport Corporation in the above-mentioned amount, in accordance with Section 36, in relation to Section 34.4, of the 2016 Revised IRR of RA No. 9184.


**ADOPTED**, this 9<sup>th</sup> day of February 2021 at the Department of Budget and Management, General Solano St., San Miguel, Manila.

  
Thea Marie  
Corinne F. Palarca  
**THEA MARIE CORINNE F. PALARCA**  
*End-user Representative*

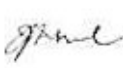
  
Digitally signed by  
Dante B. De Chavez  
**DANTE B. DE CHAVEZ**  
*Member*

  
Digitally signed  
by Rosemarie D.  
Pagala  
**ROSEMARIE D. PAGALA**  
*Alternate Member*

  
Digitally signed  
by Virgilio A.  
Umpacan Jr.  
**VIRGILIO A. UMPACAN JR.**  
*B.U.D.G.E.T. Representative*

  
Digitally signed  
by Rowel D.  
Escalante  
**ROWEL D. ESCALANTE**  
*Member*

  
Digitally signed by  
Andrea Celene M.  
Magtalas  
**ANDREA CELENE M. MAGTALAS**  
*Vice Chairperson*

  
Digitally  
signed by  
Janet B. Abuel  
**JANET B. ABUEL**  
*Chairperson*

☒ Approved  
☐ Disapproved

  
**WENDEL E. AVISADO**  
*Secretary*

Date: \_\_\_\_\_



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**NOTICE OF AWARD**

FEB 13 2021

**MS. ERLINDA E. ROMERO**

Intertraffic Transport Corporation  
650 Quirino Avenue  
Paranaque City

Dear **Ms. Romero:**

We are pleased to inform you that the contract for the Project, "Courier Services," is hereby awarded to Intertraffic Transport Corporation in the amount of P6,486,940.00.

In this regard, you are hereby required to post a performance security, which shall remain valid until the issuance of the Certificate of Final Acceptance by the Department of Budget and Management (DBM), in the amount and form prescribed in Section 39 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (the Government Procurement Reform Act).

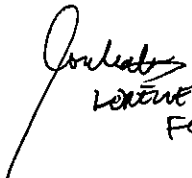
Pursuant to Section 37.2.1 of the same IRR, you have ten (10) calendar days from receipt of this Notice to post the said performance security and enter into a contract with the DBM.

Thank you and God Bless.

Very truly yours,

  
**WENDEL E. AVISADO**  
Secretary



  
Lorraine Man  
Feb 17, 2021



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**NOTICE TO PROCEED**

**MS. ERLINDA E. ROMERO**  
Intertraffic Transport Corporation  
650 Quirino Avenue  
Paranaque City

Dear **Ms. Romero:**

This is to inform your company that performance of the obligations specified in the attached Contract for the Project, "Courier Services," shall commence upon receipt of this Notice to Proceed in accordance with Section 37.4 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Thank you and God Bless.

Very truly yours,

  
**WENDEL E. AVISADO**  
Secretary

I acknowledge receipt and acceptance of this Notice on MARCH 18, 2021 *lev*

Name of Authorized Representative: ERLINDA ROMERO

Signature: 

## CONTRACT No. 2021-08 COURIER SERVICES

This CONTRACT made and entered into by and between the following:

**DEPARTMENT OF BUDGET AND MANAGEMENT**, a government agency created by virtue of the laws of the Republic of the Philippines, with principal office address at General Solano St., San Miguel, Manila, represented herein by its **SECRETARY, WENDEL E. AVISADO**, hereinafter called the "**DBM**";

- and -

**INTERTRAFFIC TRANSPORT CORPORATION**, a corporation duly organized and existing under the laws of the Republic of the Philippines, with office address at 650 Quirino Avenue, Paranaque City, represented by **ITS AUTHORIZED REPRESENTATIVE, ERLINDA E. ROMERO**, hereinafter referred to as the "**SUPPLIER**";

Collectively, the "**PARTIES**";

### WITNESSETH:

**WHEREAS**, the DBM conducted a public bidding for the Project, "Courier Services," and the bid of the Supplier was declared as the Single Calculated and Responsive Bid in the amount of Six Million Four Hundred Eighty-Six Thousand Nine Hundred Forty Pesos (P6,486,940.00), hereinafter called the "Contract Price";

**WHEREAS**, pursuant to Sections 37 and 39 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, the Notice of Award was issued to the Supplier last February 17, 2021, and the Supplier posted its performance security in the form of a performance securing declaration on February 24, 2021, in the amount of N/A (P N/A);

**NOW, THEREFORE**, for and in consideration of the foregoing premises, the parties hereby mutually stipulate and agree as follows:

1. In this Contract, words and expressions shall have the same meanings as are respectively assigned to them in the General and Special Conditions of Contract referred to in Annex D and E, respectively.
2. The following documents shall form and be read and construed as part of this Contract:

Annex	A	-	Bid Form
	B	-	Schedule of Requirements
	C	-	Technical Specifications
	D	-	General Conditions of Contract
	E	-	Special Conditions of Contract
	F	-	Notice of Award
	G	-	Performance Security

3. In consideration of the payments to be made by the DBM to the Supplier, the Supplier hereby covenants with the DBM to provide the Goods and Services, which is the Courier



Services, and to remedy defects therein in conformity with the provisions of the Contract.

4. The DBM hereby covenants to pay the Supplier, in consideration of the provision of the Goods and Services, which is the Courier Services, and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the Contract at the time and in the manner prescribed by the Contract.
5. The period for the performance of the obligations under this Contract shall not go beyond the validity of the appropriation for this Project.
6. Entire Agreement. All parties agree that this Contract, including the attached Annexes, contains their full agreement and supersedes all previous agreements, either written or oral, if there are any. No agreements, understandings, commitments, discussions, warranty, representations or other covenants, whether oral or written, between the parties are included in this Contract, including the attached Annexes, except as set forth herein.

**IN WITNESS WHEREOF**, the parties hereto have signed this Contract on this \_\_\_\_ day of \_\_\_\_\_, 2021 at General Solano St., San Miguel, Manila, Philippines.

**DEPARTMENT OF BUDGET  
AND MANAGEMENT**

by:

  
**WENDEL E. AVISADO**  
*Secretary*

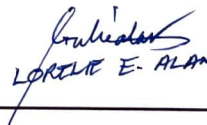
**INTERTRAFFIC TRANSPORT  
CORPORATION**

by:

  
**ERLINDA E. ROMERO**  
*Authorized and Designated  
Representative*

SIGNED IN THE PRESENCE OF

  
**THEA MARIE CORINNE F. PALARCA**  
*Director IV*  
Administrative Service

  
**LORELIE E. ALAN**

## ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES )  
CITY OF MANILA ) S.S.

BEFORE ME, a Notary Public for and in the City of PARAÑAQUE CITY, Philippines on this 19 day of FEB 19 2021, personally appeared the following:

NAME	VALID ID	VALID UNTIL
<b>WENDEL E. AVISADO</b>	DBM ID No. 4601	

<b>ERLINDA E. ROMERO</b>	DRIVER'S LICENSE No. N02-88-079547	DEC 12, 2022
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known to me to be the same persons who executed the foregoing Contract and who acknowledged to me that the same is their free and voluntary act and deed and of the entities they respectively represent.

This CONTRACT for the Courier Services was signed by the parties, and their material witnesses on each and every page thereof.

WITNESS MY HAND AND SEAL this 19 day of FEB 19 2021, 2021.

Doc. No. 312 ;  
Page No. 67 ;  
Book No. 01 ;  
Series of 2021.

**ATTY MARIA LUISA E. GARCIA**  
NOTARY PUBLIC  
UNTIL DECEMBER 31, 2021  
ROLL NO. 65036  
PTR No. 176773781, JAN. 3, 2021  
IRP No. 10677, JAN. 3, 2021  
MCLE VI - IN COMPLIANCE NO. 11002237  
TIN No. 269475000

SUBSCRIBED AND SWORN TO BEFORE ME  
this 15 day of MAR 15 2021

Doc. No. 66  
Page No. 14  
Book No. LIV  
Series of 20 01

**ATTY. GARY CAMITAN AURE**  
NOTARY PUBLIC, ROLL NO. 60777  
PTR No. 9825456 Issued on Jan 4, 2021 until Dec 31, 2021 Manila  
IRP No. 10677 Issued on Feb 2, 2016  
Commission No. 2020-021 issued on Jan 31, 2020 until Dec 31, 2021 Manila  
MCLE No. VI-0006796 Issued on Feb. 20, 2016 at Pasig City valid until April 14, 2022  
Office Address: G/F YMCA Building, 350 Antonio Villagasin Street, Ermita, Manila

(5)

**Bid Form for the Procurement of Goods**  
**[shall be submitted with the Bid]**

**BID FORM**

Date : January 29, 2021

Project Identification No. : **DBM-2021-15**

To: Department of Budget and Management  
General Solano Street  
San Miguel Manila

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [1] , the receipt of which is hereby duly acknowledged, we, the undersigned, offer **Courier Service** in conformity with the said PBDs for the sum of **Six Million Four Hundred Eight Six Thousand Nine Hundred Forty Pesos. (Php 6,486,940.00)** or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the details provided herein and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to those which are itemized herein.

I. REGULAR COURIER SERVICE							
Area of Distribution	Letter Envelope				Large Envelope		Total Cost (Inclusive of VAT)
	(maximum of 500 grams)		(max of 1 kilogram)		(max of 2 kilograms)		
	Quantity (in units)	Unit Cost (Inclusive of VAT)	Quantity (in units)	Unit Cost (Inclusive of VAT)	Quantity (in units)	Unit Cost (Inclusive of VAT)	
	a	b	c	d	e	f	
NCR	1,000	45.00	1,000	50.00	1,000	60.00	155,000.00
Luzon	2,000	80.00	4,000	90.00	7,000	120.00	1,360,000.00
Visayas	2,600	120.00	4,000	130.00	7,800	150.00	2,002,000.00
Mindanao	2,600	130.00	4,000	145.00	7,800	160.00	2,166,000.00
Sub-total (Inclusive of VAT)	8,200	375.00	13,000	415.00	23,600	490.00	5,683,000.00

II. OTHER COURIER REQUIREMENTS (CARGO)				
Area of Distribution	No. of Kilograms (kgs)	Quantity (in units)	Unit Cost (Inclusive of VAT)	Total Cost (Inclusive of VAT)
		a	b	= (a * b)
NCR				
	3 kgs	20	100.00	2,000.00
	4 kgs	20	130.00	2,600.00
	5 kgs	2	160.00	320.00
	10 kgs	2	310.00	620.00
	20 kgs	2	610.00	1,220.00
	30 kgs	2	910.00	1,820.00
	40 kgs	2	1,260.00	2,520.00
	50 kgs	2	1,510.00	3,020.00
	55 kgs	2	1,660.00	3,320.00
Sub-total		54		17,440.00





Area of Distribution	No. of Kilograms (kgs)	Quantity (in units)	Unit Cost (Inclusive of VAT)	Total Cost (Inclusive of VAT)
		a	b	= (a * b)
<b>Luzon</b>				
	3 kgs	100	180.00	18,000.00
	4 kgs	100	230.00	23,000.00
	5 kgs	4	280.00	1,120.00
	10 kgs	8	530.00	4,240.00
	20 kgs	18	1,030.00	18,540.00
	30 kgs	10	1,530.00	15,300.00
	40 kgs	10	2,030.00	20,300.00
	50 kgs	24	2,530.00	60,720.00
	55 kgs	26	2,780.00	72,280.00
Sub-total		300		<b>233,500.00</b>
<b>Visayas</b>				
	3 kgs	100	200.00	20,000.00
	4 kgs	100	265.00	26,500.00
	5 kgs	4	330.00	1,320.00
	10 kgs	4	655.00	2,620.00
	20 kgs	20	1,305.00	26,100.00
	30 kgs	10	1,955.00	19,550.00
	40 kgs	2	2,605.00	5,210.00
	50 kgs	20	3,255.00	65,100.00
	55 kgs	20	3,580.00	71,600.00
Sub-total		280		<b>238,000.00</b>
<b>Mindanao</b>				
	3 kgs	100	250.00	25,000.00
	4 kgs	100	325.00	32,500.00
	5 kgs	2	400.00	800.00
	10 kgs	4	775.00	3,100.00
	20 kgs	20	1,525.00	30,500.00
	30 kgs	2	2,275.00	4,550.00
	40 kgs	2	3,025.00	6,050.00
	50 kgs	20	3,775.00	75,500.00
	55 kgs	20	4,150.00	83,000.00
Sub-total		270		<b>261,000.00</b>
Sub-total (Inclusive of VAT)		904		<b>732,500.00</b>

### III. REGULAR INTERNATIONAL COURIER SERVICE

Area of Distribution	Letter Envelope		Large Envelope		Total Cost (Inclusive of VAT)
	No. of Kilograms (kgs)	Unit Cost (Inclusive of VAT)	No. of Kilograms (kgs)	Unit Cost (Inclusive of VAT)	
	a	b	c	D	=(a*b) + (c*d)
China	4	2,250.00	4	2,250.00	18,000.00
Japan	4	2,250.00	4	2,250.00	18,000.00
Australia	4	2,250.00	4	2,250.00	18,000.00
Sub-total (Inclusive of VAT)	12	6,750.00	12	6,750.00	54,000.00

RECAPITULATION	AMOUNT
A. Regular Courier Service (Inclusive of VAT)	PHP 5,683,000.00 -
B. Other Courier Requirements (Inclusive of VAT)	PHP 749,940.00 -
C. Regular International Courier Service (Inclusive of VAT)	PHP 54,000.00 -
Total (Inclusive of VAT)	PHP 6,486,940.00 -

If our Bid is accepted, we undertake:

- to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- to abide by the Bid Validity Period specified in the PBDs and it shall remain binding 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.

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

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 Intertraffic Transport Corp as evidenced by the attached secretary certificate.

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

Name: MS. ERLINDA E. ROMERO

Legal capacity: GENERAL MANAGER

Signature: 

Duly authorized to sign the Bid for and behalf of: INTERTRAFFIC TRANSPORT CORP

Date: January 29, 2021





REPUBLIC OF THE PHILIPPINES)

)S. S.

**MAKATI CITY**

**SECRETARY'S CERTIFICATE**

I, JEFFREY S. ROMERO , Filipino, of legal age, with office address at 650 Quirino Avenue, Paranaque City , after being sworn to in accordance with law, depose and state:

1. That I am the duly elected Corporate Secretary of **INTERTRAFFIC TRANSPORT CORP.**, a corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices 650 Quirino Avenue, Paranaque City;

2. That the Board of Directors of said corporation in its special meeting held on November 20, 2020 at which meeting a quorum was present, the following resolution was duly adopted:

“RESOLVED, That **ERLINDA E. ROMERO and/or LORELIE ALAN** are hereby authorized to act on behalf of the Corporation to do, execute and perform any and all acts necessary and/or to represent the Corporation in the bidding with Department of Budget and Management

PARANAQUE CITY, METRO MANILA; January 25, 2021

  
**JEFFREY S. ROMERO**  
Corporate Secretary


SUBSCRIBED AND SWORN to before me this 25 day of JAN 25 2021 at MAKATI CITY affiant exhibiting to me his Driver License No N-03-88061312 issued at Manila with the expiration date of Aug 29, 2022.

**NAME OF NOTARY PUBLIC**

Doc. No. 472  
Page No. 98  
Book No. 11  
Series of 20 21

**ATTY. GERVACIO B. ORTIZ JR.**  
NOTARY PUBLIC  
UNTIL DECEMBER 31, 2021  
PTR NO. 8531011, JAN. 04, 2021  
IBP NO. 656155 LIFETIME MEMBER  
ROLL NO. 40091-MAKATI CITY  
MCLE COMPLIANCE NO. VI-0024321  
APPT. NO. M-40/04-14-22  
ADD: URBAN AVE., BRGY. PIO DEL PILAR, MAKATI CITY

REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION  
LAND TRANSPORTATION OFFICE  
PROFESSIONAL DRIVER'S LICENSE



Last Name - First Name - Middle Name  
**ROMERO, JEFFREY SANTOS**

Nationality	Sex	Date of Birth	Height (Pul)	Weight (Kil)
PHIL	M	1970/08/29	80	1.75

Address  
**84 VINZON ST R/F HOMES PARANAQUE CITY**

License No.	Expiration Date	Agency Code
<b>N03-88-051312</b>	<b>2022/08/29</b>	<b>N29</b>

Brand Type	Color of Eyes
<b>BROWN</b>	<b>BROWN</b>

Reaction Time	Condition
<b>2.3</b>	<b>NONE</b>

Signature of Licensee  
*[Signature]*

Signature of Issuance  
**EDGAR C. SALVANTE**  
Issuing Authority

*[Handwritten mark]*

# *Schedule of Requirements*

The delivery schedule expressed as months stipulates hereafter a delivery date which is the date of delivery to the project site.

I. REGULAR COURIER SERVICE					
Area of Distribution	Quantity (in units)				Delivery Date
	Pouch				
	(maximum of 500 grams)	(maximum of 1 kilogram)	(maximum of 2 kilograms)	Total	
	FYs 2021 and 2022				
NCR	1,000	1,000	1,000	3,000	To be delivered within twenty-four (24) hours upon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.
Luzon	2,000	4,000	7,000	13,000	To be delivered within three (3) working days upon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.
Visayas	2,600	4,000	7,800	14,400	To be delivered within seven (7) working days upon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.
Mindanao	2,600	4,000	7,800	14,400	
Total	8,200	13,000	23,600	44,800	





II. OTHER COURIER REQUIREMENTS (CARGO)											
Area of Distribution	Quantity (in kilo)										Delivery Date
	3	4	5	10	20	30	40	50	55	Total	
	FYs 2021 and 2022										
NCR	20	20	2	2	2	2	2	2	2	54	To be delivered within twenty-four (24) hours upon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.
Area of Distribution	Quantity (in kilo)										Delivery Date
	3	4	5	10	20	30	40	50	55	Total	
	FYs 2021 and 2022										
Luzon	100	100	4	8	18	10	10	24	26	300	To be delivered within three (3) working days upon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.
Visayas	100	100	4	4	20	10	2	20	20	280	To be delivered within seven (7) working days upon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.
Mindanao	100	100	2	4	20	2	2	20	20	270	
Total	320	320	12	18	60	24	16	66	68	904	



Area of Distribution	Quantity (in units)			Delivery Date
	Pouch (maximum of 500 grams)	Pouch (maximum of 1 kilogram)	TOTAL	
	FYs 2021 and 2022			
China	4	4	8	To be delivered within seven (7) working days upon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.
Japan	4	4	8	
Australia	4	4	8	
Total	12	12	24	

#### IV. URGENT COURIER SERVICE

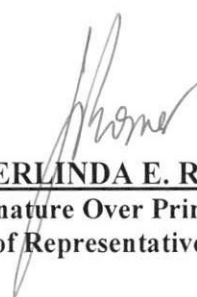
On top of the regular courier service and in case of urgent deliveries as notified by the end-user, the Contractor must ensure the timely provision of courier services.

#### NOTES:

1. Specified quantities are indicative numbers and for bidding purposes only. It is understood that the determination of actual requirements will commence on the effectivity date of the Contract.
2. During implementation, the delivery schedule is subject to change based on mutual agreement by the parties.
3. Countries identified in international areas of distribution are indicative and for bidding purposes only.
4. The performance of the obligations under the Contract shall not go beyond the validity of the appropriation for the Project.

**I hereby certify to comply and deliver all the above requirements.**

**INTERTRAFFIC TRANSPORT CORP**  
Name of Company/Bidder

  
**MS. ERLINDA E. ROMERO**  
Signature Over Printed Name  
of Representative

  
**1/28/2021**  
Date



## SCHEDULE OF DELIVERY

LOCAL DESTINATIONS	
LOCATION	TRANSIT TIME
MANILA(NCR)	24 hrs upon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.or depending on the mutual agreement by the parties
LUZON	3 days pon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.or depending on the mutual agreement by the parties
VISAYAS	7 days pon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.or depending on the mutual agreement by the parties
MINDANAO	7 days pon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.or depending on the mutual agreement by the parties

INTERNATIONAL DESTINATIONS	
LOCATION	TRANSIT TIME
CHINA	7 days pon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.or depending on the mutual agreement by the parties
JAPAN	7 days pon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.or depending on the mutual agreement by the parties
AUSTRALIA	7 days pon receipt of the documents from the AS-CRD; daily pick-up time is 5:00 p.m.or depending on the mutual agreement by the parties

**AFTER SALES WARRANTY**

**“ NOT APPLICABLE”**

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

Item	Specifications	Bidder's Statement of Compliance
1	The Contractor must have a respectable track record in nationwide and international courier service delivery (minimum of two [2] years).	Comply
2	<p>The Contractor must have the capacity to accomplish the following:</p> <p>a. Deliver to the following locations: all provinces, cities, municipalities, and barangays in the Philippines (NCR, Luzon, Visayas, and Mindanao) and international, as indicated in the Schedule of Requirements.</p> <p>b. Ensure on-time delivery of mails, packages, documents, pouches, and cargoes based on the Schedule of Requirements.</p> <p>c. Provide on-line document tracking systems.</p> <p>d. Provide automated e-mail and short messaging services (SMS) notification.</p> <p>e. Provide receipt tickets with records of proofs of deliveries retrievable within the day.</p> <p>f. Provide a clear pouch for its packaging, for easy identification of the content of each package.</p>	<p>Comply</p> <p>Comply</p> <p>Comply</p> <p>Comply</p> <p>Comply</p> <p>Comply</p>
3	The Contractor must submit to the AS Director a progressive reporting/tracking of delivery status, with reasons in case of delays, non-deliveries, open, lost or non-arrival of mails/packages within twenty-four (24) hours from discovery.	Comply
4	On top of the regular courier service and in case of urgent deliveries as notified by the end-user, the Contractor must ensure the timely provision of courier services.	Comply

**I hereby certify to comply with all the above Technical Specifications.**

**INTERTRAFFIC TRANSPORT CORP**

Name of Company/Bidder

  
**ERLINDA E. ROMERO**

Signature Over Printed  
Name of Representative

  
Date



## MANPOWER REQUIREMENTS

MANPOWER	DESIGNATION
Allan Puno	Manager/Head
Julie Pescadera	Manager/Head
Alah Mayumi Moper	Encoder/Uploader
Angela Sollano	Encoder/Uploader
Jhona Fausto	Encoder/Uploader
Syl Gultian	Planner
Dennis Recana	Dispatcher
Kim Llagas	Dispatcher
Renelito Malapitan	Dispatcher
Nena Gallus	Billing/Accountant
Ricky Mariano	NCR Messenger
Herbert Abihay	NCR Messenger
Edmar Aldave	NCR Messenger
Jeffrey Bautista	NCR Messenger

## ***Section IV. General Conditions of Contract***

## **1. Scope of Contract**

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 Revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 Revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

## **2. Advance Payment and Terms of Payment**

2.1. Advance payment of the contract amount is provided under Annex “D” of the 2016 Revised IRR of RA No. 9184.

2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

## **3. Performance Security**

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 Revised IRR of RA No. 9184.

## **4. Inspection and Tests**

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

## **5. Warranty**

- 5.1 In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 Revised IRR of RA No. 9184.
- 5.2 The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

## **6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## ***Section V. Special Conditions of Contract***



## Special Conditions of Contract

GCC Clause	
1	<p><b>Delivery and Documents</b></p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to the Contract are DDP delivered Manila. In accordance with INCOTERMS.”</p> <p>“The delivery terms applicable to this Contract are to be delivered in Manila. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is Director Thea Marie Corinne Palarca, Administrative Service.</p> <p><b>Incidental Services</b></p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements:</p> <ul style="list-style-type: none"> <li>a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;</li> <li>b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;</li> <li>c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods; and</li> <li>d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract.</li> </ul> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>

**Packaging**

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

The outer packaging must be clearly marked on at least four (4) sides as follows:

Name of the Procuring Entity  
Name of the Supplier  
Contract Description  
Final Destination  
Gross weight  
Any special lifting instructions  
Any special handling instructions  
Any relevant HAZCHEM classifications

A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.

**Transportation**

Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.

Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.

	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p><b>Intellectual Property Rights</b></p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<p>In order to proceed with the payment process, the bidder must submit the following documents in case they were not submitted during the deadline for the submission of bidding documents/post-qualification stage/contract signing stage, as applicable:</p> <ul style="list-style-type: none"> <li>a. Renewed Mayor's/Business Permit in lieu of the submitted expired permit;</li> <li>b. Notarized Omnibus Sworn Statement in lieu of the submitted unnotarized Omnibus Sworn Statement; and</li> <li>c. Notarized Performance Securing Declaration (PSD) or any form of Performance Security, as stated in Section 39 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, in lieu of the unnotarized PSD.</li> </ul>
3	<p>In accordance with item 6.4 of GPPB Resolution No. 09-2020, a Performance Securing Declaration (PSD) shall be accepted in lieu of a performance security to guarantee the winning bidder's faithful performance of obligations under the contract, subject to the following:</p> <ul style="list-style-type: none"> <li>a. Similar to the PSD used in Framework Agreement, such declaration shall state, among others, that the winning bidder shall be blacklisted from being qualified to participate in any government procurement activity for one (1) year, in case of first offense or two (2) years, if with prior similar offense, in the event it violates any of the conditions stated in the contract;</li> </ul>

	<p>b. An unnotarized PSD may be accepted, subject to submission of a notarized PSD before payment, unless the same is replaced with a performance security in the prescribed form, as stated below; and</p> <p>c. The end-user may require the winning bidder to replace the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 Revised IRR of RA No. 9184 upon lifting of the State of the Calamity, or community quarantine or similar restriction, as the case may be.</p>
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REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**NOTICE OF AWARD**

FEB 16 2021

**MS. ERLINDA E. ROMERO**

Intertraffic Transport Corporation  
650 Quirino Avenue  
Paranaque City

Dear **Ms. Romero:**

We are pleased to inform you that the contract for the Project, "Courier Services," is hereby awarded to Intertraffic Transport Corporation in the amount of P6,486,940.00.

In this regard, you are hereby required to post a performance security, which shall remain valid until the issuance of the Certificate of Final Acceptance by the Department of Budget and Management (DBM), in the amount and form prescribed in Section 39 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act No. 9184 (the Government Procurement Reform Act).

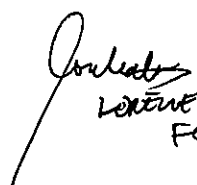
Pursuant to Section 37.2.1 of the same IRR, you have ten (10) calendar days from receipt of this Notice to post the said performance security and enter into a contract with the DBM.

Thank you and God Bless.

Very truly yours,

  
**WENDEL E. AVISADO**  
Secretary



  
Lorraine Manal  
Feb 17, 2021

REPUBLIC OF THE PHILIPPINES)  
CITY OF PARAÑAQUE CITY ) S.S.

x-----x

**PERFORMANCE SECURING DECLARATION**  
**Project Identification No.: DBM-2021-15**

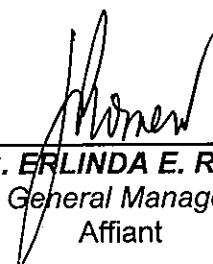
To: *Department of Budget and Management*  
*General Solano Street*  
*San Miguel, Manila*

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year if in case it is my first offense, or two (2) years if I have a prior similar offense upon receipt of your Blacklisting Order if I/we have violated my/our obligations under the Contract.
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
  - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
    - i. Procuring Entity has no claims filed against the contract awardee;
    - ii. It has no claims for labor and materials filed against the contractor; and
    - iii. Other terms of the contract; or
  - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 IRR of RA No. 9184 as required by the end-user.



IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of [month]  
[year] at [place of execution].

  
\_\_\_\_\_  
**MS. ERLINDA E. ROMERO**  
General Manager  
Affiant

**FEB 18 2021**

SUBSCRIBED AND SWORN to before me this \_\_\_\_ day of [month] [year] at [place of  
execution], Philippines.

Affiant/s exhibited to me her *driver's license* with no. NO2-88-079547 with the expiration  
date of December 12, 2022 issued at Paranaque City.

**FEB 18 2021**

Witness my hand and seal this \_\_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_


Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_, [date issued], [place issued]

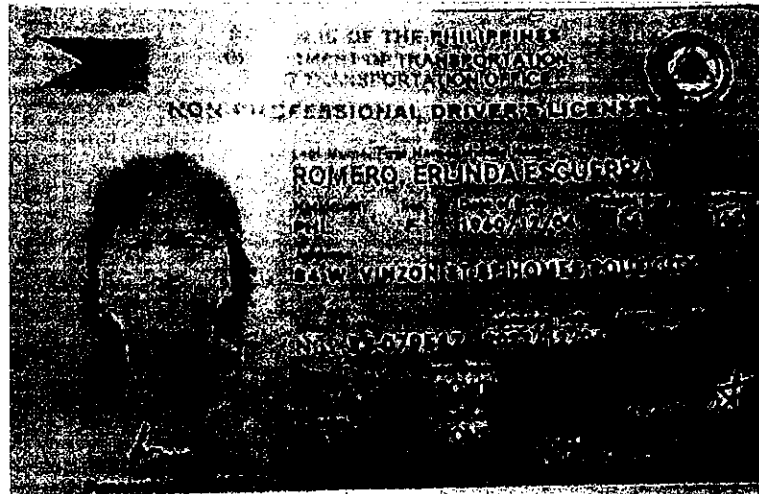
IBP No. \_\_, [date issued], [place issued]

Doc. No. 293  
Page No. 60  
Book No. 19  
Series of 2021

  
**ATTY. ROGER S. BONIFACIO**  
NOTARY PUBLIC PARANAQUE CITY  
ROLL NO. 31375 / IBP NO. 131752 / 10-30-2020  
PTR NO. 25731 / 1-4-21 / PQUE CITY  
MCLF COM. NO. VI-0022491 ISSUED ON 4-15-19  
NOT. COM. NO. 239-2021 VALID UNTIL DEC. 31, 2022  
VILLANUEVA VILLAGE / PARANAQUE CITY







Romero