

Section IX

POST-QUALIFICATION, TEST AND ACCEPTANCE PROCEDURES

POST – QUALIFICATION TEST

The Post Qualification (PQ) Team shall conduct post qualification and tests, as may be practically necessary, in order to verify, validate, and ascertain whether all statements made and the documents submitted comply with the provisions set forth in this bidding documents.

I. POLICIES:

A. OBJECTIVE: To determine if the sample Spare Parts for the Repair and Maintenance of Harris RF5800H-MP 20 Watts, HF/SSB Radio, and Harris RF5800V-HH 2-5 Watts, VHF/FM Radio of the proponent with the lowest calculated bid meet the requirements enumerated in the technical specifications. Likewise, to determine the veracity and completeness of all documents submitted.

B. SCOPE: The Test and Evaluation shall include policies during test and evaluation of samples for its functional, operational, technical and other requirements during Post–Qualifications, Pre-Delivery Inspection, and Acceptance Test of the Goods.

C. POLICIES:

1. Post-Qualification Test

a. The Post Qualification (PQ) Team composed of DND BAC representative and PATWG for Signal Items shall be responsible in the conduct of the Post-Qualification Test. Expenses shall be borne by the AFP/DND.

1) Team Composition (Minimum):

- a) Chairman – DND BAC Representative
- b) Vice Chairman – Chairman, PATWG for Signal Items
- c) Member – Financial Officer, PATWG for Signal Items
- d) Member – Technical Officer, PATWG for Signal Items
- e) Member – Legal Officer, PATWG for Signal Items

b. The test shall commence after the DND Bids and Awards Committee (BAC) has established the proponent with the Lowest Calculated Bid (LCB).

c. The bidder declared as the LCB shall make available all necessary documents.

d. The rating system that will be involved during the document evaluation will be PASSED or FAILED only.

II. Post Qualification Checklist

Eligibility Documents Inspection

	PASS	FAIL
Securities and Exchange Commission Certificate of Registration or its equivalent.		
Mayor's Permit issued by the City or municipality where the principal place of business of the prospective bidder is located or its equivalent.		
Tax Clearance Issued by the BIR.		
Statement of all ongoing government and private contracts, including contracts awarded but not yet started, if any, whether or not relevant/related/material to the project subject of the bid.		
Statement of Single Largest Similar Completed Contract within the last five (5) years from the date of submission of the bids, whose value must be at least Twenty-Five percent (25%) of the Approved Budget of the Contract (ABC), or in lieu thereof, the prospective bidder should have completed at least two (2) similar contracts and the contract amount of at least one (1) should be twenty-five percent (25%) of the ABC. (Sec. 23.5.1.3, p54 GPPB Handbook) The statement shall be supported by copies of the following: 1. <i>Notice of Award OR Notice to Proceed issued by the End user OR its equivalent OR Copy of actual contract or its equivalent; AND</i> 2. <i>Certificate of Completion OR End-user's Acceptance OR Proof of payment.</i> " Similar Contract/s " pertain/s to Contact/s for the Supply and Delivery of Spares for the Repair and Maintenance of Harris RF5800H-MP 20 Watts, HF/SSB Radio, and Harris RF5800V-HH 2-5 Watts, VHF/FM Radio OR Supply and Delivery of Harris Radios.		
Latest audited financial statements, stamped "Received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission or its equivalent documents in case of a foreign bidder, provided that the same shall be in accordance with International Financial Reporting Standards. Audited financial statements, stamped received by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission or its equivalent. In case of foreign bidders, the appropriate equivalent document issued by the country of the bidder concerned must be presented. If said document has no equivalent thereat, a Certificate of Inexistence of Appropriate Foreign Equivalent shall be submitted.		

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Duly signed NFCC Computation or Duly Issued Committed Line of Credit		
Valid Joint Venture Agreement (JVA), in case the joint venture is already in existence, or duly notarized statements from all potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bids is successful supported by a secretary's certificate/special power of attorney;		
<p>Bid Securing Declaration, or any form of Bid Security, in an amount at least equal to the required percentage of the ABC in accordance with the following schedule:</p> <ol style="list-style-type: none"> 1) Cash, or cashier's / manager's check issued by a Universal or Commercial Bank equivalent to two percent (2%) of the ABC; OR 2) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank equivalent to two percent (2%) of the ABC; OR 3) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security equivalent to five percent (5%) of the ABC. <p>Bid security in the form of a cash, cashier's or manager's check, it shall be payable to the appropriate Collection Officer / Treasurer, DND BAC</p>		
Statement of compliance to schedule of requirements and technical specifications.		
Omnibus Sworn Statement supported by a secretary's certificate/special power of attorney		
Current and valid ISO Certificate under the name of the manufacturer. The validity or scope of the ISO must cover the production or design or manufacturing of the Spare Parts of Harris RF5800H-MP 20 Watts, HF/SSB Radio, and Harris RF5800V-HH 2-5 Watts, VHF/FM Radio OR Supply and Delivery of Harris Radios.		
Certificate from the end-user, the Philippine Army through the Philippine Army Procurement Center, that the Bidder has no overdue delivery/deliveries of previously awarded contract or contracts.		
Warranty Certificate for the Period of at least One (1) Calendar Year from the final acceptance for all Spare Parts		
Duly signed Certification from the Manufacturer's Technical Department or Production Department or Quality Assurance Department or its equivalent that the Spare Parts will be manufactured in accordance with the PA Technical Specifications and must be compatible and original/brand-new parts of the existing Harris RF5800H-MP 20 Watts, HF/SSB Radio, and Harris RF5800V-HH 2-5 Watts, VHF/FM Radio of the Philippine Army.		

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Duly signed price proposal		
Duly signed itemized price proposal for goods offered from abroad		
Latest Income and Business Tax Return or its equivalent		
PhilGEPS Certification		
Production/ Delivery Schedule		
Company profile		

Members, PQ Team

Technical Inspection Checklist

Item Nr	Technical Specification				Statement of Compliance (Comply/Not Comply)
	Quantity	Unit	Description	Specification	
Brand New Spare for the Repair of Harris RF5800V-HH 2-5 Watts VHF/FM Radios of the Philippine Army					
1	613	pcs	PWB Assembly, RF Module	P/N 12011-3200-01 – The A1A1 Assembly of RF-5800V-HH Radio Contains the Radio Frequency Portion of the Radio: Receiver, Transmitter, Filters, and Tuning Circuits. Provides an interface between the Transmit / Receive Antenna and A1A2 VHF Digital Assembly.	
2	143	pcs	Front Panel Assembly	P/N 12011-7009-02 Contains the Keypad and LCD that make up the Radio's Man Machine Interface (MMI) and includes Audio Microphone and Speaker.	
3	157	pcs	Digital Board Assembly	P/N 12011-4600-01 – A1A2 Assembly of RF-5800V-HH Radio. Processes Voice and Data Signals. Contains the circuits responsible for Encryption and Frequency Hopping. It is responsible for Radio Control System.	
4	123	pcs	Antenna Port Assembly	P/N: 12041-5500-A1 – Provides a 50-Ohm Antenna Port for a threaded N-Connector (TNC).	
5	163	pcs	Battery Interface Assembly	P/N 12030-6020-01 – Provides connection of Battery to Radio.	
6	38	pcs	Latch, Battery	P/N: 12011-6016-01 – Serves as lock of the battery while connected to the Radio.	
7	5	pcs	Keypad PTT/Vol/SQU	P/N: 12011-6025-01 – Keypad for PTT, Squelch On/Off, and volume control.	
8	38	pcs	Front Panel, Flexible Cable	P/N: W56-0003-030 – Connects the Front Panel and Digital Board Module.	
9	9	pcs	Knob, Rotary Switch	P/N 12011-6027-01 – Turns RF-5800V-HH On/Off. Selects Nets 1 through 5. Places the Radio in Scan Operation, if Scan is enabled. Places the Radio in Front Panel (FP) mode, permitting access to all Presets and Keypad Functions.	
10	6	pcs	Rubber Pad Assembly (Keypad Front)	P/N: 12011-6020-01 – Serves as Keypad for Radio's Front Panel.	
11	91	pcs	Dust Cap/Audio	P/N: 12011-6055-01 – Protects the Audio Connector from dirt, dust and	

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			Connector Cap	water to avoid terminal corrosion,	
12	40	pcs	Battery Latch Spring	P/N Z20-0009-003 – Provides tension force to Battery Latch Lock to hold the Battery.	
13	61	pcs	Flex Interface Assembly	P/N 12011-5220-02 – Provide connections with ancillary port, and toggle, rotary knob and Keypad Vol/PTT/Squelch switches.	
Brand New Spare for the Repair of Harris RF5800H - MP 20 Watts HF/SSB Radios of the Philippine Army					
14	46	pcs	Rear Panel Assembly	P/N 10535-4000-02 Contains Power supply assembly, and provides interface connector to the batteries.	
15	40	pcs	Hold Up Battery	B41-0010-003 Applies constant voltage to the radio memory circuits to retain the data while the radio is off.	

Member, PATWG Signal Items

Facility Inspection Checklist

Following shall also be inspected:

✓ **Organizational Structure**

	PASS	FAIL
Company should have a well-constructed facility consisting of different departments for manufacturing and repair.		
Company personnel are employed based on the organizational set-up with their appropriate qualifications.		

✓ **Capability**

	PASS	FAIL
-For manufacturing & repair		
-Capable to provide common tools & special tools		
-Capable to provide products operation & maintenance training		

✓ **Quality Control**

	PASS	FAIL
-Quality control program		
-Sub-contractors of the company should comply with the company quality standards		
-Quality control on sub-contractors' products		
-Must have material stress testing equipment		

✓ **Tools & Equipment**

	PASS	FAIL
-Company should have a complete ground support equipment for their products		
-Adequate tooling & test equipment to facilitate service to include after sales service		
-Complete tooling package		

✓ **Data Controls & Manuals**

	PASS	FAIL
-Company should have maintained operating manuals for goods, tools & equipment		
-Company should have a computerized & hard copy monitoring system		
-Product data should be stored properly and updated		
-Manuals should have a regular updating / revision period		
-All established and approved procedures for controlling revisions in manuals should be in OEM specifications		

✓ **Procurement & Receiving**

	PASS	FAIL
-Proper procedure on stocks, ordering, & releasing of products		
-Company should certify all services to be rendered for repair, warranty claim and/or modification		
-All products for release to customers should undergo a quality control procedure		

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✓ **Materials/Stores**

	PASS	FAIL
-Company should have proper supply system/procedure for serviceable and unserviceable parts		
-Shelf life policy should be observed to spare parts		
-Shelved items should be within life limits		
-Availability of warehouses		
-Storage room should be protected from corrosion, heat & have a conducive storage condition		

✓ **Records**

	PASS	FAIL
-Company should have a product recording system		
-Company should present the computer- based information system for its product monitoring		

✓ **Shops**

	PASS	FAIL
- Each workstation should be equipped with proper tooling & equipment		
-Equipped with safety gears/gadgets		
- Each workstation should have proper/updated manuals		
- Each workstation should have adequate tools		
- Each workstation religiously use its manuals		
-Workstations are clean and orderly		
- Products & equipment labeling are observed		

✓ **Safety & Security**

	PASS	FAIL
-Company should have safety program		
-Equipped with fire prevention gadgets/ equipment		
-Environmental controls should be in generally accepted standards		
-Facility should have a strict security system		

✓ **Engineering**

	PASS	FAIL
-The equipment should be engineered in international standards		
-Should have a program on research & development		

✓ **Working Conditions**

	PASS	FAIL
Facility should have a conducive working condition		
a. Well ventilated		
b. Properly illuminated		
c. Noise-controlled environment		
d. Proper rotation of personnel is observed		

Members, PQ Team

III. Pre-Delivery Inspection/Test

PDI test shall be conducted at the supplier’s factory primarily to validate their production and quality standards. The supplier shall submit the automated test procedures to be performed during the test. Inspection will also be conducted on its system and part components basing from the original manufacturer certificate and quality standards as specified in the Product Specifications submitted during bidding. (See Classification of Defects Checklist)

a. The Pre-Delivery Inspection (PDI) team shall be composed of at least four (4) but not more than seven (7) members coming from: PATWG for Signal Items, DND representatives, PATIAC and End-user or commodity manager representatives; and shall be responsible in the conduct of the Quality Assurance Inspection/Test at the supplier’s factory prior to delivery of goods. Expenses shall be borne by the Supplier.

Team Composition (minimum):

- a) DND Representative - Observer
- b) Chairman – PATIAC Representative
- c) Member - Technical Member, PATWG for Signal Items
- d) Member - End-user representative (ASR)

b. The PDI at the supplier’s factory will be conducted when at least **80%** of the quantity of goods is already finished or available for the test.

c. Random sampling size will be based on the US Military standard 105-E Test Procedure.

d. All of the random sample size will be subjected to one hundred percent (100%) visual and functional inspection. The test criteria will be pass or fail only.

Pre-Delivery Inspection Checklist

Item Nr	Description	Random Sample	Pass/Fail
1	Brand New Spare for the Repair of Harris RF5800V-HH 2-5 Watts VHF/FM Radios of the Philippine Army		
	• PWB Assembly, RF Module		
	• Front Panel Assembly		
	• Digital Board Assembly		
	• Antenna Port Assembly		
	• Battery Interface Assembly		
	• Latch, Battery		
	• Keypad PTT/Vol/SQU		
	• Front Panel, Flexible Cable		
	• Knob, Rotary Switch		
	• Rubber Pad Assembly (Keypad Front)		
	• Dust Cap/Audio Connector Cap		

	• Battery Latch Spring		
	• Flex Interface Assembly		
2	Brand New Spare for the Repair of Harris RF5800H - MP 20 Watts HF/SSB Radios of the Philippine Army		
	• Rear Panel Assembly		
	• Hold Up Battery		

Members, PDI Team

IV. Acceptance Inspection/Test

a. The Philippine Army Technical Inspection and Acceptance Committee (PATIAC) shall be responsible in the conduct of the Acceptance Test. Expenses shall be borne by the Supplier.

b. The Acceptance Test Shall be conducted after the delivery of goods at the Signal Warehouse, ASCOM, PA Fort Bonifacio, Metro Manila.

c. The PATIAC shall inspect the One Hundred Percent (100%) completeness of all delivered Spare Parts as stated in the SOR and One Hundred Percent (100) functionality of the samples of major items using the US Military standard 105-E sampling procedure.

d. Incomplete delivery of GOODS during the inspection shall entail replacement or rectification of the delivery within thirty (30) calendar days. Otherwise, the Philippine Army Technical Inspection and Acceptance Committee (PATIAC) shall decline acceptance of the GOODS being delivered and thereafter shall inform the DND BAC in writing of the non-acceptance including the specific reasons for the same.

Acceptance Checklist

Visual/Completeness Inspection

Item Nr	Description	Quantity	Pass/ Fail
1	Brand New Spare for the Repair of Harris RF5800V-HH 2-5 Watts VHF/FM Radios of the Philippine Army		
	• PWB Assembly, RF Module	613 Pieces	
	• Front Panel Assembly	143 Pieces	
	• Digital Board Assembly	157 Pieces	
	• Antenna Port Assembly	123 Pieces	
	• Battery Interface Assembly	163 Pieces	
	• Latch, Battery	38 Pieces	
	• Keypad PTT/Vol/SQU	5 Pieces	
	• Front Panel, Flexible Cable	38 Pieces	
	• Knob, Rotary Switch	9 Pieces	
	• Rubber Pad Assembly (Keypad Front)	6 Pieces	
	• Dust Cap/Audio Connector Cap	91 Pieces	

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	• Battery Latch Spring	40 Pieces	
	• Flex Interface Assembly	61 Pieces	
2	Brand New Spare for the Repair of Harris RF5800H - MP 20 Watts HF/SSB Radios of the Philippine Army		
	• Rear Panel Assembly	46 Pieces	
	• Hold Up Battery	40 Pieces	

Functional Inspection

Item Nr	Description	Quantity	Pass/ Fail
1	Brand New Spare for the Repair of Harris RF5800V-HH 2-5 Watts VHF/FM Radios of the Philippine Army		
	• PWB Assembly, RF Module	613 Pieces	
	• Front Panel Assembly	143 Pieces	
	• Digital Board Assembly	157 Pieces	
2	Brand New Spare for the Repair of Harris RF5800H - MP 20 Watts HF/SSB Radios of the Philippine Army		
	• Rear Panel Assembly	46 Pieces	

Name of Company (In print)

Signature of Company Authorized Representative

Name and Designation (In print)

Date