

**Section IX. Post Qualification, Inspection, Test and Acceptance Checklists**

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**I. Post Qualification Evaluation**

The Post Qualification (PQ) Team shall conduct post qualification evaluation 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.

<b>Envelope 1 - Eligibility and Technical Requirements</b>		<b>Comply / Not Comply</b>	<b>Findings</b>
<b>TAB</b>	<b>CLASS "A" DOCUMENTS</b>		
<b>A</b>	<p><b>PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, RA 9184 including the following:</b></p> <ol style="list-style-type: none"> <li>1. <b>Registration Certificate or its equivalent from:</b> <ul style="list-style-type: none"> <li>• Securities and Exchange Commission, for Corporation and Partnership; or</li> <li>• Department of Trade and Industry (DTI), for sole proprietorship; or</li> <li>• Cooperative Development Authority, for cooperatives</li> </ul> </li> <li>2. Mayor's Permit or its equivalent issued by the City or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas</li> <li>3. Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by BIR.</li> <li>4. Audited financial statements, showing, among others, the prospective bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission. For foreign bidders, the audited financial statements shall be prepared in accordance with International Financial Reporting Standards.</li> </ol>		
<b>B</b>	Duly signed Statement of all on-going Government and Private contracts including contracts awarded but not yet started, if		

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	<p>any, whether similar or not similar in nature and complexity to the contract to be bid. (Projects with Notice of Award are considered ongoing projects)</p> <p>The bidder may make a reservation under oath in a notarized document not to disclose the name of its client on the ground of an existing confidentiality agreement but must disclose the amount, status, and name of the project for purposes of validating the NFCC, subject to the full disclosure during post-qualification. In this connection, the bidder may keep the name of the client from the statement of ongoing contracts.</p>		
<b>C</b>	<p><b>Duly signed Statement of single largest completed contract (SLCC) similar to the contract to be bid</b> within a period of five (5) years from the date of submission and opening of bids, the value of which must be equivalent to at least fifty percent (50%) of the ABC.</p> <p>For this purpose, similar contracts shall refer to <b>the manufacture, supply and delivery of Mortar Units.</b></p> <p>The bidder may make a reservation under oath in a notarized document not to disclose the name of its client on the ground of an existing confidentiality agreement but must disclose the amount, status, and name of the project for purposes of validating the contents of the statement of single largest similar completed contract, subject to the full disclosure during post-qualification. In this connection, the bidder may keep the name of the client from the statement of single largest similar completed contract.</p>		
<b>III. FINANCIAL DOCUMENTS</b>			
<b>D</b>	<p>Duly signed NFCC Computation in accordance with ITB Clause 5.5.</p> <p>A bidder may submit a committed Line of Credit from a Universal or Commercial Bank, in lieu of its NFCC computation which must be at least equal to 10% of the ABC to be bid. Provided, that if the same is</p>		

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	issued by a foreign Universal or Commercial Bank, it shall be confirmed or authenticated by a local Universal or Commercial Bank.		
	<b>CLASS “B”</b>		
<b>E</b>	<p>Valid <b>Joint Venture Agreement (JVA)</b>, in case the joint venture is already in existence, if applicable.</p> <p>or</p> <p><b>Duly notarized undertaking or agreement</b> from all potential joint venture partners to enter and abide by the provisions of the JVA in the instance that the bid is successful. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security.</p> <p>In both instances, authority of the representative for each partner shall be submitted during bid opening.</p> <p>In case JVA is not applicable, the bidder must submit a statement stating that JVA is not applicable in lieu of the foregoing.</p>		
<b>TAB</b>	<b>TECHNICAL DOCUMENTS</b>		
<b>F</b>	<p><b>Duly notarized Affidavit of Bid Securing Declaration, or any form of Bid Security</b>, in an amount not less than the required percentage of the ABC in accordance with the following schedule:</p> <ol style="list-style-type: none"> <li>1. Cash, or cashier’s / manager’s check issued by a Universal or Commercial Bank equivalent to two percent (2%) of the ABC; or</li> <li>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</li> </ol>		

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<b>G</b>	Duly signed <b>Statement of Conformity with the Schedule of Requirements and Technical Specifications</b> , as enumerated and specified in Section VI and Section VII of the Bidding Documents with a copy of Manufacturer’s Test and Acceptance Procedure (MTAP).		
<b>H</b>	Notarized <b>Omnibus Sworn Statement</b> in accordance with Section 25.2(a)(viii) and Section 25.3 of the 2016 Revised IRR of RA 9184, and using the form prescribed in Section VIII (Bidding Forms).		
<b>I</b>	Duly notarized Secretary’s Certificate or Board Resolution or Special Power of Attorney of the authorized Representative of the Bidder.		
<b>J</b>	Statement that the bidder is an Original Equipment Manufacturer (OEM) of 60mm, 81mm and 120mm Mortars, its Sight Assembly, Ballistic Computer, Command Ballistic Computing Solution, Forward Observer System and its Training Rounds.		
<b>K</b>	Statement that the Mortar System being offered is being used by the Armed Forces of the country of origin or at least two (2) other Armed Forces		
<b>L</b>	Certification from bidder that the goods to be delivered are brand new.		
	<b>FINANCIAL PROPOSAL DOCUMENTS</b>		
<b>A</b>	Duly signed Financial Bid Form. Price Proposal. Bid Prices and Schedule of Requirements/Bill of Quantities with corresponding price for each item and the applicable Price Schedules.		
<b>B</b>	Duly signed itemized Price Proposal for Goods offered.		

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### **Test and Acceptance Trial Procedures**

The following test and trial procedures shall guide the PMC and the supplier of the Mortar System Acquisition Project in ensuring that the equipment delivered are compliant with all technical specifications. These procedures shall be conducted at Crow Valley Military Reservation, Capas, Tarlac in the presence of the PMC and the supplier or their duly designated representatives.

Upgrade components/parts should be supported by a document certifying that all components/parts are brand new and conforms to technical specification

<b>Test and Trials. The following tests and trials shall be conducted in the following stages:</b>
Stage 1 – Physical Requirement Test
Stage 2 – Performance Test and Evaluation Test
Stage 3 – Completeness of Accessories
Stage 4 – Acceptance (Documentation)

## **Test and Evaluation Procedures**

### **INTRODUCTION**

1. **AUTHORITY:** The Test and Evaluation (T&E) is being conducted in line with the provisions of the Decision Package and Circular of Requirements for Lot 2 - 81mm Mortar of the “Acquisition of Mortars (60mm, 81mm and 120mm) of the Philippine Navy.”

2. **OBJECTIVE:** The objective of this T&E is to determine the responsiveness of the Supplier to satisfy the requirements of the PROCURING ENTITY as provided for in this document.

3. **SCOPE:** This T&E Procedures will be conducted to the equipment submitted by the Supplier as the final acceptance of the product upon delivery.

4. **METHODOLOGY:** The tests include manual, visual and gauge inspection and functional operation of the equipment. Mortar testing will be conducted as appropriate. Records check will also be conducted as appropriate including third party publications.

5. **GENERAL:** The T&E will be divided into two (2) parts: [1] The **Physical Requirement Test** and [2] The **Performance and Capabilities Evaluation Test**. The Physical Requirement Test is mandatory. Only those equipment which passes the Physical Requirement Test will undergo the Performance and Capabilities Evaluation Test. All ammunitions requirement for the Performance

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and Capabilities Evaluation Test shall be provided by the Supplier/Manufacturer.

6. **PASS/FAIL CRITERIA:** The Physical Requirement Test is mandatory. The equipment that fails the Physical Requirement Test is considered failed. Any item in the test failed by the system should be corrected or an explanation by the proponent will be evaluated by the Inspection Team and will forward recommendations to the BAC.

7. **DOCUMENTARY REQUIREMENTS:** Copies of the following documents must be submitted to the Inspection Team:

- a. Certificate of Availability of components of the 81mm Mortar System for at least twenty (20) years reckoned from the date of first delivery.
- b. Certificate of Availability of training package for Philippine Marine Corps personnel.
- c. Certificate of Availability of User Manual for the equipment.
- d. Certificate that the manufacturer of the 81mm Mortar System is certified of at least ISO 9001 of 2015.
- e. Certification that the 81mm Mortar System are being used by the armed forces of at least two (2) countries or being used by the armed forces of the country of origin.

## **Test and Evaluation Checklist**

### **POST QUALIFICATION INSPECTION**

The Post Qualification Inspection shall verify, validate, and ascertain whether all statements made and the documents submitted comply with the requirements and testing procedures as set forth in this document and/or as may be required by the PROCURING ENTITY. Documentary verification and validation shall be held in the country of SUPPLIER/Manufacturer.

The SUPPLIER shall furnish to the inspectors all reasonable facilities and assistance at no charge to the PROCURING ENTITY.

For Post Qualification purpose, seven (7) PROCURING ENTITY Representatives shall participate in PQI. PQI will be for five (5) days excluding travel time. Costs relative to the conduct of PQI to include but not limited to hotel accommodation, transportation to and from the venue of inspection at Supplier's premises, meals to be served at Supplier premises, and all related expenses of the inspection to include economy class flights and lodging fees shall be for the account of the supplier and at no cost to the procuring entity.

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**1. Post Qualification Checklist Part 1**

	<b>DOCUMENTS/SPECIFICATIONS</b>	<b>PASS</b>	<b>FAIL</b>
<b>A</b>	Statement of Compliance to Schedule of Requirements and Technical Specifications with Brochures/Technical Specification of Products Offered		
<b>B</b>	ILS and Training Package with Program of Instruction (POI) for all training requirements		

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**Legal Officer, TWG**



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**2. Post Qualification Checklist Part 2**

<b>A. Organizational Structure</b>	<b>PASS</b>	<b>FAIL</b>
- Company should have a well-constructed facility consisting of different departments for manufacturing, repair and overhaul		
- Separate departments for manufacturing, repair and overhaul		
- Numbers of employees are sufficient for each department as to be able to perform its functions		

<b>B. Capability</b>	<b>PASS</b>	<b>FAIL</b>
- For manufacturing, and repair of Ground Mortars and Mortar Systems		
- Company should have ILS support program		
- Capable to support ground equipment requirement		
- Capable to provide common tools, special tools and depot level tools and equipment		
- Capable to provide product operation and maintenance		

<b>C. Quality Control</b>	<b>PASS</b>	<b>FAIL</b>
- Quality control program		
- Sub-contracting is not applicable		
- Must have material stress testing equipment		
- Total quality program exist in the company		

<b>D. Tools, Equipment and Calibration</b>	<b>PASS</b>	<b>FAIL</b>
- Company should have a complete ground support equipment for their products		
- Adequate tooling and test equipment to facilitate service to include after sales service		
- Calibration program for tools, equipment, and instruments		
- Complete tooling package		
- Company should exhibit equipment calibration		
- Tools and calibration equipment should be in serviceable condition		
- Should have a calibration monitoring program		
- Tool cribbing should be in orderly manner		

<b>E. Data Controls and Manuals</b>	<b>PASS</b>	<b>FAIL</b>
- Company should have maintained operating manuals for goods, tools and equipment		
- Company should have a computerized and hard copy monitoring system		
- Company should have parts catalogue of their products		
- 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		

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<b>F. Procurement and Receiving</b>	<b>PASS</b>	<b>FAIL</b>
- Proper procedure on stocks, ordering and releasing of products		
- Standard illustrated parts catalogue should be given to the customers for easy parts identification and ordering		
- Company should certify all services to be rendered for repair, overhaul, warranty claim and/or modification		
- All products for release to customers should undergo a quality control procedure		

<b>G. Materials/Stores</b>	<b>PASS</b>	<b>FAIL</b>
- 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 storage facilities		
- Storage room should be protected from corrosion, heat and have a conducive storage condition		

<b>H. Records</b>	<b>PASS</b>	<b>FAIL</b>
- Company should have a product recording system		
- Company should present the computer-based information system for its product monitoring		
- Results of test records for facility preparations		

<b>I. Shops</b>	<b>PASS</b>	<b>FAIL</b>
- Each workstation should be equipped with proper tooling and equipment		
- Serviceable and unserviceable components are properly segregated		
- 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 and equipment labeling are observed		
- Safety program is existing/being implemented		

<b>J. Safety &amp; Security</b>	<b>PASS</b>	<b>FAIL</b>
- Company should have safety program		
- Equipped with fire prevention gadgets/ equipment		
- Environmental controls should be in generally accepted		
- Facility should have a strict security system		

<b>K. Engineering</b>	<b>PASS</b>	<b>FAIL</b>
- The equipment should be engineered in international standards		
- Should have a program on research and development		

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

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**Member, TWG**

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**PRE-DELIVERY INSPECTION**

**Pre-Delivery Checklist**

<b>Physical Requirements Criteria</b>		
	<b>PASS</b>	<b>FAIL</b>
a. Caliber must be 81mm		
b. Must be brand new		
c. Weight must not be more than 52.6kgs		
d. Must be smooth bore		
e. Must be dropped fired		
f. Should not require more than 5 crew to operate		
<b>Performance and Capabilities Evaluation Criteria</b>		
	<b>PASS</b>	<b>FAIL</b>
a. must have a minimum tube life of at least 10,000 rounds (for defined munitions)		
b. must be able to fire all types of NATO-standard ammo		
c. maximum range must be at least 4,512 meters		
d. maximum rate of fire must be at least 12 rounds per minute		
e. must be easy to set up and operate		

**Pre-Delivery Inspection**

For Pre-Delivery Inspection, seven (7) PROCURING ENTITY Representatives shall participate in the PDI. Pre-delivery Inspection (out of country) shall be conducted by the PROCURING ENTITY. The Pre-Delivery Inspection shall be at the expense of the SUPPLIER. The PROCURING ENTITY’s inspectors shall be authorized to have access on the facilities of the SUPPLIER to ensure that the Circular of Requirements specified on the PN Mortar Acquisition Project is met.

Costs relative to the conduct of PDI to include but not limited to hotel accommodation, transportation to and from the venue of inspection at Supplier's premises, meals to be served at Supplier premises and Procuring Entity, and all related expenses of the inspection to include economy class flights and lodging fees shall be to the account of the SUPPLIER and at no cost to the PROCURING ENTITY.

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PDI Chairman

\_\_\_\_\_  
Project Manager

\_\_\_\_\_  
Team Member (Technical)

\_\_\_\_\_  
Team Member (Logistics)

\_\_\_\_\_  
Team Member (Financial)

\_\_\_\_\_  
AFPMFO Representative

\_\_\_\_\_  
PDI Secretary