

BID BULLETIN NO. 2
For ITB No. 2016-3-159

PROJECT : One (1) Lot Supply, Delivery, Installation, Testing and Commissioning of 2.0 TR Split Type Wall Mounted (Inverter Type) Airconditioning Unit at Fourteen (14) LANDBANK Easy Access Facility Projects


IMPLEMENTOR : Procurement Department

DATE : July 14, 2016

This Bid Bulletin is issued to modify, amend or clarify items in the Bid Documents. This shall form an integral part of the Bid Documents.

The modifications, amendments or clarifications are as follows:

- 1) The Terms of Reference (TOR), Section VI (Schedule of Requirements), Section VII (Specifications) and Checklist of the Bidding Documents have been revised. Please see attached revised Annexes A-1 to A-10 of the TOR and pages 66, 68, 69, 70, 89 & 90 of the Bidding Documents.
- 2) The deadline of submission and the schedule of opening of eligibility/technical and financial documents/proposals for the above project is scheduled on **July 21, 2016, 11:00 A.M.** at the Procurement Department, 25th Floor, LANDBANK Plaza Building, Malate, Manila.


ALWIN T. REYES
Assistant Vice President
Procurement Department and
HOBAC Secretariat

PROJECT : LEAF
SUBJECT : TECHNICAL SPECIFICATIONS, SCOPE OF WORKS, TERMS OF REFERENCE AND GENERAL NOTES
DATE :

THE REQUEST:

One (1) lot Supply, Delivery, installation, testing and commissioning of air-conditioning unit complete with standard accessories per manufacturer's standards:

- One (1) unit – 2.0 TR (24,000 BTU/HR), split type, wall mounted Air-conditioning unit (Inverter type)

PURPOSE/JUSTIFICATION OF REQUEST:

1. To properly ventilate the Office area.
2. To maintain the corporate image of the bank;
3. To provide a conducive banking and working area;

TECHNICAL SPECIFICATIONS:

1. Refer to **Annex A** for detailed parameters of units;
2. Refrigerant piping shall be **TYPE-M, Hard Drawn Seamless Copper** using the standard pipe size recommended by the manufacturer;
3. Pipes shall be anchored, plumbed and parallel to the building's vertical and horizontal lines. Pipe hangers and supports shall be of the type as specified. **Pipe sleeves** thru walls and wall penetrations, roofs and floors shall be provided by the supplier/installer. **The gap between the pipe and the pipe sleeves must be provided with water proofing and sealant;**
4. All piping shall be leak tested with pressure of at least 1.5 times the designed working pressure;
5. Refrigerant suction line shall be insulated with pre-molded elastomeric rubber insulation 15 mm thick for 3.0 TR and below, and 25 mm thick for 5.0 TR up to 10 TR. Insulation installed outdoor shall be provided with weatherproof coating;
6. Without additional cost to the bank, the supplier/installer shall supply and install the following components/parts if not included in the unit's standard accessories (for split-type units with capacities of 2.0 TR and above)
 - Liquid Line Filter Drier, Flare-type
 - Magnetic Contactor with External Thermal Overload
 - On-Delay Timer
 - Plug-in type High and Low Pressure Switches
7. Provide NEMA type, UL listed bolt-on circuit breakers for FCU and ACCU. Please see **Annex B** for schedule of circuit breakers, wires, conduit and other ratings to be used;
8. Use **EMT** for electrical pipes and stranded THHN wires for feeder lines;
9. Use blue colored schedule 40 PVC pipe for drain lines using the appropriate size recommended by the manufacturer, but not less than $\frac{3}{4}$ inches in diameter;

TERMS OF REFERENCE (TOR):**A. GENERAL NOTES:**

1. All equipment, units and parts/components to be supplied shall be brand new, clean and approved products of reputable manufacturers;
2. Prospective bidders/contractors are encouraged to inspect, verify and assess the existing condition, location and details of the project;
3. All works shall conform to the provisions (latest edition) of the Philippine Mechanical, Electrical and Building Codes, the Clean Air Act, Environmental Laws and other applicable laws and regulations;
4. In line with the Bank's Environmental Management System (EMS) program and being an ISO 14001 certified institution, the winning contractor/supplier/installer are required to use appropriate equipment, hand tools and personal protective gears and equipment (gloves, rubber boots, masks, etc.) during the installation, repair or maintenance activities;
5. The prospective bidder/contractor shall submit a Manufacturers Authorization or Back-to-Back certification to prove that it is an authorized seller/distributor of the offered product;
6. The prospective bidder/contractor shall submit a list of at least one Service Center (with complete address and contact numbers) in each of the following areas:
 1. NCR;
 2. Key city in North and Central Luzon;
 3. Key city in South Luzon and Bicol;
 4. Key city in Visayas; and
 5. Key city in Mindanao;
7. All equipment shall be installed in approximate location as shown in the mechanical plans;
8. Any proposed change or deviation from the original mechanical plans or specifications either initiated by the mechanical contractor, the end-user or due to actual site condition, must be submitted to LBP-PMED in the form of shop drawing for approval prior to implementation;
9. The ACU supplier/installer/contractor should coordinate his works closely with the works of other trades concerned;
10. Installation of works shall be done in neat workmanship and like manners. All improperly set works, rough finishes or other works not in accordance with the approved plans and specifications as determined by the LBP-PMED engineer or technical representatives shall be removed and replaced within seven (7) calendar days by the ACU supplier/installer/contractor at no extra cost;
11. No existing/old materials shall be re-used; e.g., circuit breakers, electrical and mechanical controls, materials and components, refrigerant pipes, fittings, insulations, etc., unless otherwise specified in the scope of works or technical specifications;
12. The ACU contractor shall provide all the necessary components or accessories, e.g., brackets, pedestals, clamps, fasteners, air deflectors, etc., to ensure the safe, normal and efficient operation of the installed ACUs;
13. The ACU contractor shall properly account and turn-over all dismantled/replaced materials to the branch head or its authorized representative/s;
14. The ACU contractor shall exercise extreme caution and be responsible in the delivery, safe hauling/transfer of supplies, tools, equipment and/or chemicals to prevent damage to bank properties and employees. The corresponding cost to repair or replace the bank equipment, facilities or including part and components damaged or lost by the ACU contractor or its

- workers during the course of the project shall be deductible/chargeable to the ACU contractor;
15. The ACU contractor shall be liable for any harm, damage or injury that may be sustained or suffered by its own crew/workers while in the performance of their duties/job under this project;
 16. The ACU contractor shall be held directly responsible for any injury to person and/or damage to bank's property arising from the act, whether partial, contributory, or due entirely to the fault, negligence and/or dishonesty of the contractor's personnel in the course of their duties;
 17. The ACU contractor shall maintain cleanliness of all workplace at all times. They shall clean the affected areas immediately after each workday;
 18. The ACU contractor shall conduct familiarization seminar/training to orient the end-user on the basic concept, functions and operation of the equipment installed;
 19. The following documents must be submitted by the ACU contractor before final acceptance of the project. All incidental costs in the acquisition of these documents shall be borne by the ACU contractor;
 - Duly accomplished START-UP DATA SHEET (1 set for PMED)
 - Installation, operation and maintenance manuals and brochures (1 set for the Branch)
 - Complete drawings and As-Built Plans (signed and sealed by PME) -- 2 sets (1 set for PMED and 1 set for the Branch)
 - Recommended Maintenance/Monitoring Activities, indicate the tentative dates for the preventive maintenance based on the actual date of commissioning (1 set -- 1 copy for the Branch)
 - Warranty Certificates (3 copies -- 1 copy for PMED, 1 copy for the Branch & 1 copy to the Procurement Department. Indicate the date of validity covered by the warranty period.
 - Pictures showing angles on the left, front and right (1 set -- for PMED)
 20. The ACU contractor is required to submit the names of its worker who will conduct or inspect the installation. As maybe required, identification cards shall be presented;
 21. The ACU contractor or its foreman/engineer shall coordinate with the branch head or its authorized representative to discuss the work activities prior to implementation of said activities;
 22. The ACU contractor shall strictly observe the bank's existing rules and regulations and shall be subject to the bank's standard security policies and procedures while inside the bank's premises; and
 23. Request for payment for every completed project/installation shall be entertained after the final turn-over and acceptance of the project and upon submission of complete billing documents required by the Procurement Department.
 24. Partial payment is allowed based on completed project.
 25. Payment of construction bond (if applicable).

B. WARRANTY:

1. One (1) year warranty against factory/manufacturing defects on equipment, components and parts supplied and against faulty workmanship to commence upon receipt of final turn-over and acceptance documents. All equipment, parts and components found defective during and within the warranty period shall be immediately replaced without additional cost to the bank;
2. The ACU contractor shall provide the standard warranty servicing for all installed equipment and its components (checking and general cleaning of the unit at least three times within the warranty period) The schedule of said activities and the names of authorized representatives shall be submitted to the Branch Head or its authorized representative prior to servicing;
3. Should the ACU contractor fails to provide the required warranty servicing within the warranty period per submitted schedule of activities, the ACU contractor agrees, without invalidating the provisions of the warranty that the Bank may opt to contract the services of another ACU contractor/installer for the servicing of the equipment and components. The corresponding cost that will be incurred for the servicing shall be deducted from the ACU contractor's retention money;
4. Included in the bids or tender and warranty are the cost of consumables, basic replacement of parts, servicing and other incidental expenses of the ACU contractor or its authorized representatives, such as traveling expenses, lodging, food, etc.;
5. The winning ACU contractor shall submit to LBP thru the LBP Branch a Guaranty Certificate that the spare parts and components including the after sales services/supports that may be required by the bank to ensure the continuous and normal operation of the equipment shall be available in the next five (5) years from the date of commissioning.

DURATION OF THE PROJECT (WORK COMPLETION):

- Thirty (30) calendar days after receipt of Notice to Proceed (NTP).

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ANNEX A

TECHNICAL SPECIFICATIONS FOR 2.0 TR ACU INVERTER TYPE

Features	Unit	Specification
Fan Coil Application Type		Wall Mounted
Cooling Capacity	BTU/Hr(kJ/Hr)	23,150 min
Power Supply	V-Hz.	220/240 max-60
Phase	Ph	Single
Energy Efficiency Ratio (EER) System	BTU/W-Hr	11.6 min
	(KJ-W/H)	
System Power Input	Watts	2,380 max
FCU+CDU (System Current)	Ampere	10.9 max
INDOOR UNIT		
Air-Flow (low/medium/high)	CFM	1040 min
Sound Pressure Level(low/med/high)	dB(A)	49 max
OUTDOOR UNIT		
Compressor Type		Rotary
Condenser Fan Type		Flare Type
Refrigerant		R-410a
Filters		Anti-fungal/Anti virus
Controls		Remote with LCD
Louvers		motorized
Warranty	Year	1

A ✓

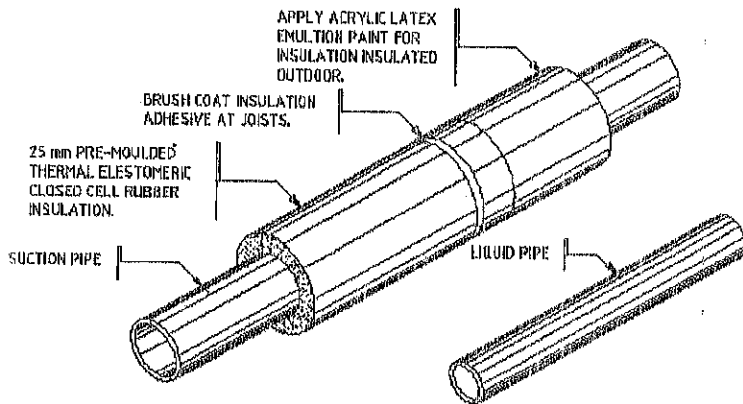
ANNEX B**SCHEDULE OF CIRCUIT BREAKERS, WIRES, CONDUITS AND OTHER RATINGS TO BE USED**

CAPACITY	PHASE	CIRCUIT BREAKER RATING		SIZE OF WIRES AND CONDUITS	
		Window	Split Type		
			FCU		ACCU
1.0 HP (8A)	1	20 Amp	-	-	2 - 3.5 mm ² THHN stranded wire in 15 mm Ø EMT pipe
1.5 HP (10A)	1	30 Amp	-	-	2 - 5.5 mm ² THHN stranded wire in 15 mm Ø EMT pipe
2.0 HP (12A)	1	30 Amp	-	-	2 - 5.5 mm ² THHN stranded wire in 15 mm Ø EMT pipe
2.5 HP (14A)	1	40 Amp	-	-	2 - 5.5 mm ² THHN stranded wire in 15 mm Ø EMT pipe
3.0 HP (17A)	1	50 Amp	-	-	2 - 8.0 mm ² THHN stranded wire in 20 mm Ø EMT pipe
3.0 HP (9.6A)	3	30 Amp	-	-	3 - 5.5 mm ² THHN stranded wire in 15 mm Ø EMT pipe
1.0 TR (6.5A)	1	-	by Manufacturer		2 - 3.5 mm ² THHN stranded wire in 15 mm Ø EMT pipe
2.0 TR (11A)	1	-	by Manufacturer		3 - 2.0 mm ² THHN stranded wire in 15 mm Ø EMT pipe
3.0 TR (21.8A)	1	-	by Manufacturer		3 - 2.0 mm ² THHN stranded wire in 20 mm Ø EMT pipe
5.0 TR (24.3A)	3	-	by Manufacturer		4 - 2.6 mm ² THHN stranded wire in 20 mm Ø EMT pipe
7.5 TR (25A)	3	-	by Manufacturer		4 - 8.0 mm ² THHN stranded wire in 25 mm Ø EMT pipe

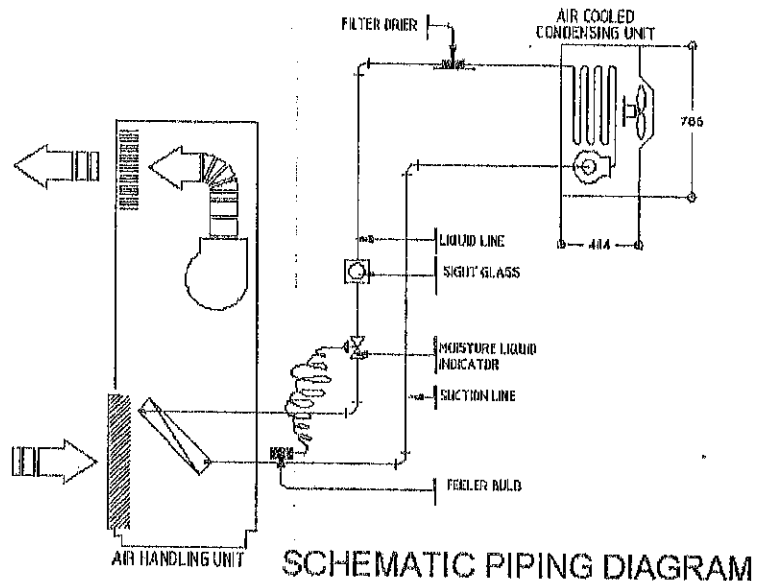
* All circuit breakers shall be bolt-on type, 240 volts, 10-18 KAIC
The Project Management and Engineering Department (PM&E)

NOTE :

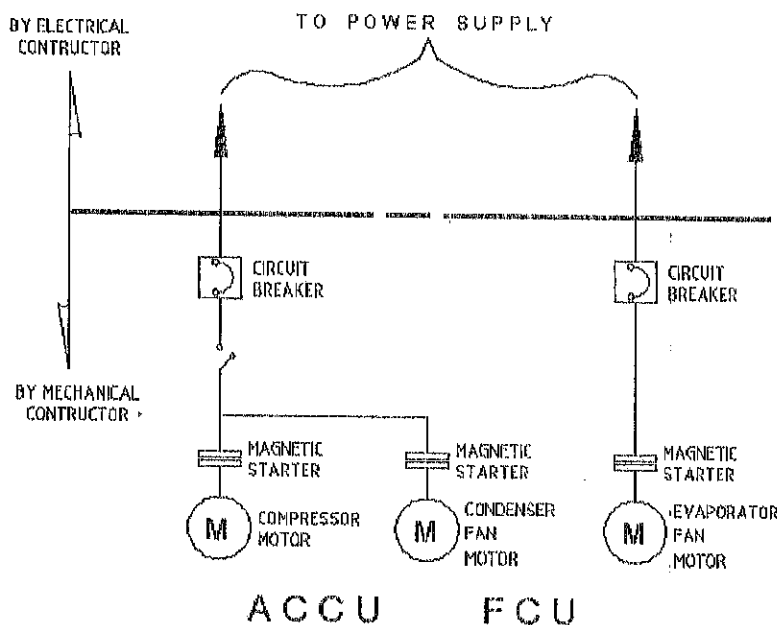
1. ADHESIVE AND LATEX PAINT SHOULD BE COMPATIBLE TO INSULATION USED.
2. CONDENSATE DRAIN PIPE INSULATION SHALL BE OF SIMILAR MATERIAL BUT 19 mm THK.



REFRIGERANT PIPE INSULATION DETAIL



SCHEMATIC PIPING DIAGRAM



ELECTRICAL RISER DIAGRAM

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LANDBANK OF THE PHILIPPINES
PROJECT MANAGEMENT AND ENGINEERING DEPARTMENT

ANNEX C

NAME OF THE BRANCH : _____
LOCATION : _____
DATE : _____

P.O. NO. _____
DELIVERY RECEIPT (D.R.) NO. _____

START - UP DATA SHEET

A. SUPPLIER'S DATA:

Name of Supplier: _____
Address: _____
Contact Person: _____ Tel.No.: _____

B. INSTALLATION DATA:

Technician In-charge: _____ Accreditation No: _____
Date Started: _____ Date Finished: _____ Start-up Date: _____
FCU Model No: _____ ACCU Model No: _____
FCU Serial No: _____ ACCU Serial No: _____

C. OPERATING DATA:

Suction Line Temperature: _____ Suction Line Pressure: _____
Discharge Line Temperature: _____ Discharge Line Pressure: _____
FCU Intake Air Temperature: _____ FCU Discharge Air Temp.: _____
ACCU Intake Air Temperature: _____ ACCU Discharge Air Temp.: _____
Room Temperature: _____ Ambient Temperature: _____

D. ELECTRICAL PARAMETERS:

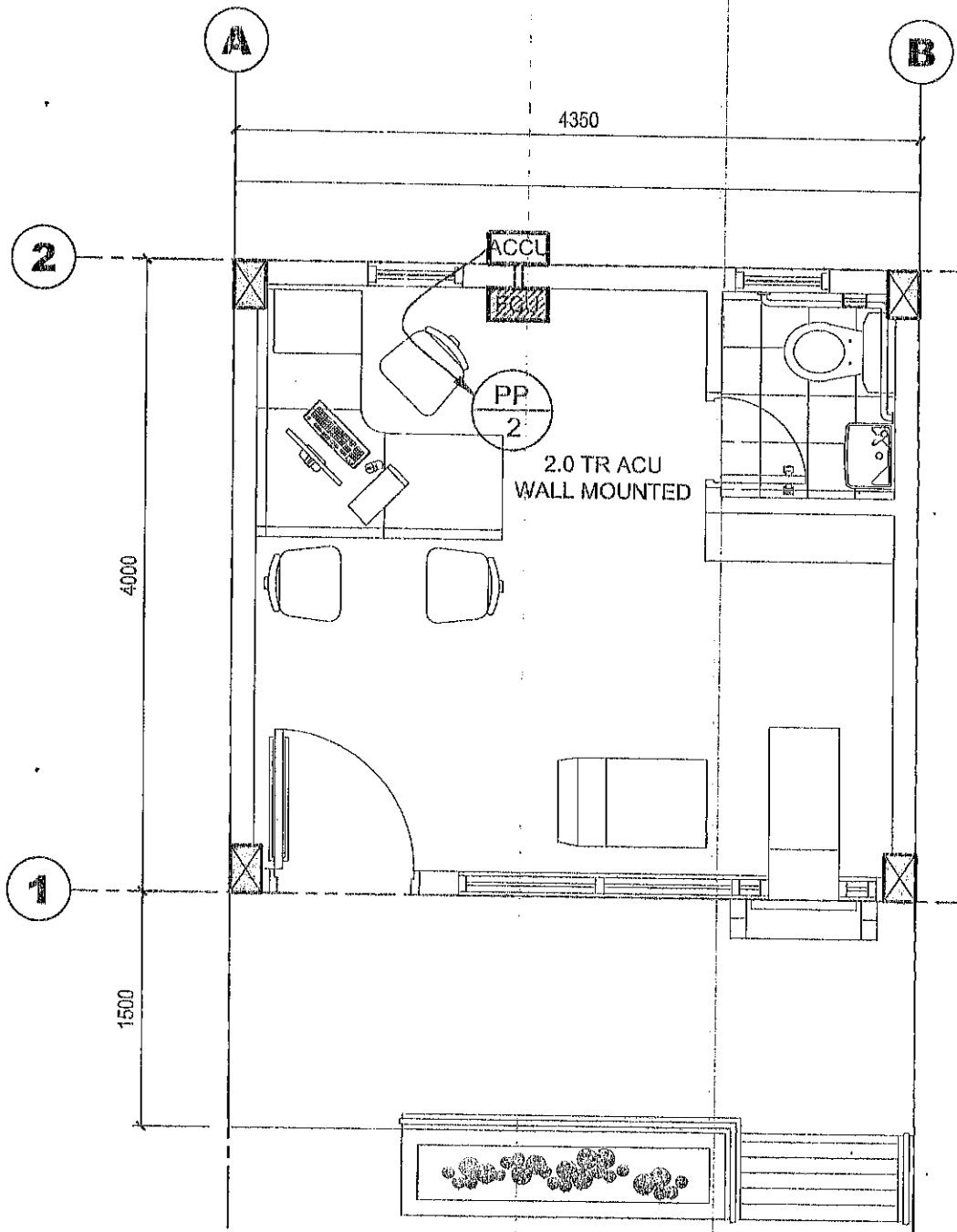
Power Supply (Voltage), L1-L2: _____ L2-L3: _____ L3-L1: _____
Overall Ampere Readings, L1: _____ L2: _____ L3: _____
Current Draws, Compressor: _____ ACCU Fan Motor: _____ FCU Fan Motor: _____

E. OTHER INSTALLATION DATA

Refrigerant Piping:
Suction Diameter: _____ Length: _____ Insulation Thickness: _____
Discharge Diameter: _____ Length: _____ Insulation Thickness: _____
Drain Line:
Drain Line Diameter: _____ Length: _____ Insulation Thickness: _____
Electrical Lines:
Feeder Line Conduit Diameter: _____ Feeder Line Wire Size: _____ Length: _____
Control Line Conduit Diameter: _____ Control Line Wire Size: _____ Length: _____
Circuit Breaker: _____

Technician's Signature over Printed Name: _____

CLASS D



3 ACCU / FCU LAYOUT
E-1 SCALE 1:50 METERS

LEAF at Bagdad LGU

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Section VI. Schedule of Requirements

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

Item Number	Description	Quantity	Delivery Period and Destination
	One Lot Supply, Delivery, Installation, Testing and Commissioning of 2.0TR Split Type Wall Mounted (Inverter Type) Airconditioning Unit complete with Standard Accessories per Manufacturer's Standards at the following LANDBANK Easy Access Facility (LEAF) Projects :		Delivery Period: Thirty (30) calendar days per LEAF after receipt of Notice to Proceed. Delivery Sites and Contact Details per attached Annexes B-1 to B-2.
1	LEAF at Baggao Local Government Unit (LGU)	1 unit	
2	LEAF at Aroroy, Masbate	1 unit	
3	LEAF at Pilar, Sorsogon	1 unit	
4	LEAF at Bad-as, Placer, Surigao Del Norte	1 unit	
5	LEAF at Jala-Jala, Rizal	1 unit	
6	LEAF at Cuenca, Batangas	1 unit	
7	LEAF at Talisay, Batangas	1 unit	
8	LEAF at Matanao, Davao Del Sur	1 unit	
9	LEAF at Sugbongcogon, Misamis Oriental	1 unit	
10	LEAF at Esperanza, Sultan Kudarat	1 unit	
11	LEAF at Magsaysay, Misamis Oriental	1 unit	
12	LEAF at San Mariano, Isabela	1 unit	
13	LEAF at Dupax Del Sur, Nueva Vizcaya	1 unit	
14	LEAF at San Gabriel, La Union	1 unit	

Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Specifications

Item No.	Specification	Statement of Compliance
		<p>Bidders must state below either "Comply" or "Not Comply" against each of the individual parameters of each specification.</p> <p>Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the provisions of ITB Clause 3.1(a)(ii) and/or GCC Clause 2.1(a)(ii)</p>
	<p>One Lot Supply, Delivery, Installation, Testing and Commissioning of 2.0TR Split Type Wall Mounted (Inverter Type) Airconditioning Unit complete with Standard Accessories per Manufacturer's Standards at the following LANDBANK Easy Access Facility (LEAF) Projects :</p> <ol style="list-style-type: none"> 1 LEAF at Baggao Local Government Unit (LGU) – 1 unit 2 LEAF at Aroroy, Masbate – 1 unit 3 LEAF at Pilar, Sorsogon – 1 unit 4 LEAF at Bad-as, Placer, Surigao Del Norte – 1 unit 	<p>Please state here either "Comply" or "Not Comply"</p>

- | | |
|----|---|
| 5 | LEAF at Jala-Jala, Rizal – 1 unit |
| 6 | LEAF at Cuenca, Batangas – 1 unit |
| 7 | LEAF at Talisay, Batangas – 1 unit |
| 8 | LEAF at Matanao, Davao Del Sur – 1 unit |
| 9 | LEAF at Sugbongcogon, Misamis Oriental – 1 unit |
| 10 | LEAF at Esperanza, Sultan Kudarat – 1 unit |
| 11 | LEAF at Magsaysay, Misamis Oriental – 1 unit |
| 12 | LEAF at San Mariano, Isabela – 1 unit |
| 13 | LEAF at Dupax Del Sur, Nueva Vizcaya – 1 unit |
| 14 | LEAF at San Gabriel, La Union – 1 unit |

Minimum specifications, working drawings and lay out per attached Revised Annexes A-1 to A-10.

The following documents shall be submitted inside the eligibility/technical envelope:

- a) Brochures or any other documents indicating the specifications of the items being offered.
- b) Certificate of satisfactory performance issued by the client with whom the bidder has completed its single largest contract. If the bidder has existing or completed contracts with LANDBANK, a certificate of satisfactory performance issued by the Head, Project Management and Engineering Department shall likewise be submitted. Bidders which fail to submit these certifications shall be automatically disqualified.
- c) **Manufacturer's Authorization or back-to-back certification to prove that the bidder is an authorized seller/distributor of the offered product.**
- d) **List of service centers in National Capital Region (Main Office), Luzon (one each in a key city in Northern and**

	<p>Southern Luzon), Visayas (in Cebu and another key city in the Visayas) and Mindanao (in Davao/Cagayan de Oro and another key city in Mindanao) with addresses, contact persons and telephone numbers. Service centers must be able to perform onsite repair of units.</p> <p>The winning bidder must affix a sticker/tag/label with company name and after-sales contact numbers or equivalent form of marking on each of the airconditioning unit.</p>	
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Conforme:

Name of Bidder

Signature Over Printed Name of
Authorized Representative

Position

Checklist of Bidding Documents for Procurement of Goods and Services

Documents should be arranged as per this Checklist. Kindly provide folders or guides, dividers and ear tags with appropriate labels.

The **FIRST ENVELOPE** shall contain the following technical information/documents (Section 25.2):

1. Duly notarized Secretary's Certificate attesting that the signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the bidding, if the prospective bidder is a corporation, partnership, cooperative, or joint venture (sample form - Form No.7).
2. Duly notarized Omnibus sworn statement (sample form - Form No.6).
3. Eligibility requirements (Section 23.1)

• **Legal Documents**

- 3.a Registration certificate from SEC, Department of Trade and Industry (DTI) for sole proprietorship, or CDA for cooperatives, or any proof of such registration as stated in the Bidding Documents.
- 3.b Valid and current mayor's permit issued by the city or municipality where the principal place of business of the prospective bidder is located.
- 3.c Tax Clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.

• **Technical / Financial Documents**

- 3.d Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (sample form - Form No. 3) This form may no longer be submitted if bidder has no on-going contracts.
- 3.e Statement of the prospective bidder identifying its single largest completed contract similar to the contract to be bid, equivalent to at least fifty percent (50%) of the ABC supported with contract/purchase order, end-user's acceptance or official receipt(s) issued for the contract, within the relevant period as provided in the Bidding Documents. The statement shall include all information required in the PBDs prescribed by the GPPB. (sample form - Form No. 4).
- 3.f The prospective bidder's 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.
- 3.g The prospective bidder's computation for its Net Financial Contracting Capacity (sample form - Form No. 5).
- 3.h Brochures or any other documents indicating the specifications of the items being offered.

3.i Certificate of satisfactory performance issued by the client with whom the bidder has completed its single largest contract. If the bidder has existing or completed contracts with LANDBANK, a certificate of satisfactory performance issued by the Head, Project Management and Engineering Department shall likewise be submitted. Bidders which fail to submit these certifications shall be automatically disqualified.

3.i **Manufacturer's Authorization or back-to-back certification to prove that the bidder is an authorized seller/distributor of the offered product.**

3.j **List of service centers in National Capital Region (Main Office), Luzon (one each in a key city in Northern and Southern Luzon), Visayas (in Cebu and another key city in the Visayas) and Mindanao (in Davao/Cagayan de Oro and another key city in Mindanao) with addresses, contact persons and telephone numbers. Service centers must be able to perform onsite repair of units.**

3.k Valid joint venture agreement (JVA), in case the joint venture is already in existence. In the absence of a JVA, duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful shall be included in the bid. Failure to enter into a joint venture in the event of a contract award shall be ground for the forfeiture of the bid security. Each partner of the joint venture shall submit the legal eligibility documents. The submission of technical and financial eligibility documents by any of the joint venture partners constitutes compliance.

4. Bid security in the prescribed form, amount and validity period (ITB Clause 18.1 of the Bid Data Sheet);

5. Schedule VI - Schedule of Requirements with signature of bidder's authorized representative.

6. **Revised Section VII - Specifications with response on compliance and signature of bidder's authorized representative.**

7. Post-Qualification Documents – (Non-submission of the following documents during the bidding date shall not be a ground for the disqualification of the bidder):

7.a Business Tax Returns per Revenue Regulations 3-2005 (BIR No. 2550 Q) VAT or Percentage Tax Returns for 4th Quarter of 2015 and 1st Quarter of 2016;

7.b Valid and current PhilGEPS Registration Certificate; and

7.c Income Tax Return for 2015.

The SECOND ENVELOPE shall contain the following (Section 25.3):

1. Duly filled out Bid Form signed by the bidder's authorized representative (sample form - Form No.1)

2. Duly filled out Schedule of Prices signed by the bidder's authorized representative (sample form - Form No.2)