

University of the Philippines Mindanao
Mintal, Davao City

CHECKLIST OF ELIGIBILITY REQUIREMENTS FOR CONSULTING SERVICES

No.	Eligibility Documents	Remarks
	Eligibility Documents Submission Form	
	<p>Class “A” Documents</p> <p><u>Legal Documents</u></p> <p>- PhilGEPS Certificate of Registration and Membership in accordance with Section 8.5.2 of the IRR, except for foreign bidders participating in the procurement by a Philippine Foreign Service Office or Post, which shall submit their eligibility documents under Section 24.1 of the IRR</p>	
	<p><u>Technical Documents</u></p> <p>- Statement of the prospective bidder of all its ongoing and completed 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 provided in the EDS. (Annex I-A)</p> <p>- Statement of Single Largest Completed Contract of “Similar Nature” (as defined in the bidding documents) (Annex I-B).</p>	
	- Certificate of satisfactory completion or equivalent document specified in the EDS issued by the client, in the case of a completed contract (Annex I-C)	
	- Duly completed and signed Certificate of NFCC computation (Annex I-D)	
	<p>- Statement of the consultant specifying its nationality and confirming that those who will actually perform the service are registered professionals authorized by the appropriate regulatory body to practice those professions and allied professions in accordance with Clause 1.2, including their respective curriculum vitae (Annex I-E) and (Annex I-F)</p> <p>- Declaration of Commitment for Individuals (Annex I-G)</p>	
	<p>Class “B” Document</p> <p>- If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners in accordance with Section 24.1(b) of the IRR of RA 9184. (Annex I-H)</p>	

REMARKS: ELIGIBLE / NON-ELIGIBLE