Properly bound shall mean cloth-bound, hard-bound or paper-bound. Combo-bound (or ring-bound), fastener-bound or stapler-bound, or with loose page/s, shall not be accepted.

1. The original and photocopies of the Technical Proposal shall be wrapped together and marked "Technical Proposal/Bid".

2. The original and photocopies of the Financial Proposal shall be wrapped together and marked "Financial Proposal/Bid".

3. The Technical and Financial Proposals shall then be wrapped together and the wrapper shall be marked as follows:

Name of Bidder Bidder's Address **To the BAC Chairperson** PPA-PMO Masbate Brgy. Bapor, Port Area Masbate City **Name of Contract to be bid: _____** **_____** **DO NOT OPEN BEFORE** " *the scheduled time of bidding*"

IX. Bidders or their duly authorized representatives are encouraged to attend the Pre-Bid Conference and the Opening of the Bids, the date of which is indicated in the Invitation to Bid. Bidder's authorized representatives shall present an authorization from the Authorized Managing Officer.

X. Failure to comply with any of the above requirements shall be ground for disqualification.

XI. Please be guided accordingly.

RENE L. AGAO II
Chairperson