



Republic of the Philippines
Department of Education
Region V – Bicol
SCHOOLS DIVISION OFFICE
Camarines Norte



Request for Quotation (RFQ)
NEGOTIATED PROCUREMENT – TAKE OVER CONTRACT

“Procurement of Nutritious Food Product – Enhanced Nutribun for the Implementation of SBFP – Bicol Speaking”

Reference No.:	GOODS17-06-2022CN
End-user Unit:	SCHOOL HEALTH SECTION - SBFP
Due date:	June 27, 2022
If further Information is required, please contact:	Bids and Awards Committee - GOODS Contact No: 09196626620/09381854118

June 16, 2022

To: All Prospective Suppliers

1. The Department of Education – Division of Camarines Norte, through its Bids and Awards Committee, requests your price quotation for the project **Procurement of Nutritious Food Product – Enhanced Nutribun for the Implementation of SBFP – Bicol Speaking** described under the attached Terms and Conditions.
2. Your quotation shall be received on or before **3:00 PM. on June 27, 2022** by courier or by hand-delivery at the address given below:

BAC Secretariat - Goods and Services
Division BAC Office,
DepEd -Schools Division of Camarines Norte
F. Pimentel Avenue, Brgy. II
Daet, Camarines Norte
bac.camarinesnorte@deped.gov.ph

3. The successful proponent must be able to meet the following requirements:
 - 3.1. The **Terms and Conditions of Contract**, as provided for under the General Conditions of Contract for Procurement of Goods and Services under the Philippine Bidding Documents, as may be applicable;

- 3.2. The **Schedule of Requirements**, as indicated also in **Annex “A”**; and
- 3.3. The **Technical Specifications** which lists the details of the requirements, as indicated in **Annex “B”**.
4. If proponent is a firm, to show your legal capacity and technical and financial capability to undertake the contract, pursuant to the requirements prescribed under Section 53 of the Revised IRR of RA 9184, you are required to submit the eligibility documents within five (5) calendar days from receipt of notice as stated in the Terms and Conditions no. four (4)

Supplier’s Business Name:				TIN:	
Address:					
Telephone No.:		Cellphone No.		e-mail:	
Authorized Representative Signature over Printed Name and Designation:				Date:	

5. Proponents are required to submit a Financial Proposal that simply indicate its charge item. The Approved Budget for the Contract is **PHILIPPINE PESO NINE MILLION FOUR HUNDRED FIFTY NINE THOUSAND and EIGHTEEN PESOS ONLY (PhP 9,459,018.00)**. For purposes of the evaluation, comparison and ranking of bids/offers, the supplier who submitted the single / lowest calculated responsive quotation shall be awarded the Purchase Order/Contract Agreement after evaluation by the Bids and Awards Committee (BAC).
6. Quotation shall be enclosed in a sealed envelope and addressed to the BAC Secretariat at the address given above. The envelope should have the RFQ Number boldly and conspicuously identified.
- 6.1. It is the exclusive responsibility of the bidders to ensure that the sealed envelope containing the quotation reaches the above address before the time and date indicated in Item no.2. If being delivered by hand, the quotations must be delivered at the above address during official working hours. Delivery to any other person or office will be at the risk of the bidder and will not constitute timely delivery. Quotations received after the aforementioned closing time or deadline may be rejected.
7. The quotation should be valid for thirty (30) calendar days from the due date indicated above.
8. The DepEd-Camarines Norte reserves the right to request any additional information that it deems necessary in order to make any decision on any quotation.

9. Any quotation not supported by the information requested in this RFQ, or is patently non-complying with the RFQ requirements may not be considered.
10. The DepEd-Camarines Norte reserves the right to accept or reject any quotation, to annul the procurement process, or not to award the contract without thereby incurring any liability to the affected bidder or bidders.
11. Submission of quotation in response to this request shall be construed as commitment to undertake the services in accordance with the terms and conditions, specifications, and schedule of implementation set forth in this RFQ.

ANTONIO C. AHMAD

BAC Chairman – Goods and Services

Received Copy:

Remarks:

TERMS AND CONDITIONS

I. PROJECT TITLE:

GOODS17-06-2022CN - Procurement of Nutritious Food Product – Enhanced Nutribun for the Implementation of SBFP – Bicol Speaking

II. PROJECT OWNER:

Department of Education- Division of Camarines Norte (School Health Section)

III. OBJECTIVE:

To procure Nutritious Food Product – Enhanced Nutribun for the Implementation of SBFP pursuant to the provisions of RA 9184, particularly on Negotiated Procurement – Take Over Contract.

IV. ELIGIBILITY, TECHNICAL AND FINANCIAL REQUIREMENTS/ DOCUMENTS:

Supplier with the Single / Lowest Calculated Bid (SCB or LCB) shall submit the requirements indicated below within five (5) calendar days from receipt of notice from the BAC, which documents shall be validated to determine if the supplier is technically, legally and financially capable prior to the award of contract.

- (i) Mayor's permit issued by the City or Municipality where the principal place of business is located;
- (ii) PhilGEPS Platinum Registration; and
- (iii) Omnibus Sworn Statement. (See attached **Annex "C"**)
 - If a partnership, corporation, cooperative, or joint venture, please provide proof of authorization (e.g. duly notarized Secretary's Certificate as stated in Item no. 2 of the attached Omnibus Sworn Statement)
- (iv) Tax Clearance Certificate
- (v) Certificate from DOST/FNRI with the nutritional content of the product
- (vi) Updated Health Certificate of Food Handlers
- (vii) Sanitary Permit

To facilitate post-qualification, the bidder **at its option** may submit in advance, i.e., together with its quotation, above requirements and other documents required.

In the case of a Joint Venture, or if the parties intend to enter into a joint venture, the requirements must be as indicated in the revised implementing rules and regulations of RA 9184.

V. TECHNICAL SPECIFICATIONS: as indicated in **Annex "B"**.

VI. TERMS AND CONDITIONS OF CONTRACT:

A. Instructions

1. Proponent shall be responsible for the source(s) of its Goods/equipment, and shall make the deliveries in accordance with the schedule, and specifications of the award or purchase order/Contract Agreement. Failure of the proponent to comply with this provision shall be ground for cancellation of the award or purchase order issued to the proponent.

2. Proponent shall pick-up the Purchase Order/Contract Agreement and Notice to Proceed issued in its favor within three (3) calendar days from date of receipt of notice to that effect. A Fax transmission or electronic mail shall constitute an official notice to the Proponent. Thereafter, if the purchase order remains unclaimed, the purchase order shall be cancelled.

To avoid delay in the delivery of the requesting agency's requirements, all defaulting proponent shall be precluded from proposing or submitting substitute quotation(s) or item(s).

3. Proponent who accepted a Purchase Order/Contract Agreement and Notice to Proceed but failed to deliver the required Goods within the time called for in the purchase order/contract agreement shall be disqualified from participating in DepEd or any of DepEd units' future procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its Revised IRR against the proponent.

4. Rejected deliveries shall be construed as non-delivery, and shall be replaced by the supplier subject to liquidated damages for delayed deliveries.

5. All duties, excise, and other taxes and revenue charges shall be paid by the supplier.

6. As a pre-condition to payment, Importation Documents specifically showing the conditions and serial numbers of the imported equipment purchased shall be submitted by the supplier to the Department of Education.

7. All transaction is subject to withholding of credible Value Added Tax and/or Expanded Value Added Tax per revenue regulation(s) of the Bureau of Internal Revenue.

B. Packaging

The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.

The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be

expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.

C. Inspection

1. All deliveries by suppliers shall be subject to inspection, and acceptance by the DepEd Inspection Team and the end-user. All costs of the necessary laboratory tests undertaken by DepEd on the Goods shall be to the account of suppliers.
2. For the purpose of this condition, each Schools District and School shall have their own respective inspectorate team who shall have the authority to conduct inspection in accordance with applicable DepEd rules and regulations.

D. Liquidated Damages

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered Goods shall be charged as liquidated damages for every day of delay of the delivery of the purchased Goods.

E. Payment

One hundred percent (100%) of the Contract Price shall be paid to the supplier upon completion of services, final inspection and acceptance of the Goods at Project Site and submission of the documents provided under **Annex "A"**, Schedule of Requirements, Letter A, Item No. 1.

VII. SCHEDULE OF REQUIREMENTS: as indicated in **Annex "A"**.

VIII. GENERAL INSTRUCTIONS TO SUPPLIERS

1. This Request for Quotation (RFQ) Form is DepEd's standard RFQ to be used when DepEd solicits quotations for the procurement of goods and services. **It is a standard template that Proponents must follow in order to prepare and submit their quotations for consideration by DepEd.**
2. This RFQ is composed of one (1) lot. Proponents shall submit their quote to the entire lot.
3. Proponents must fill up the spaces with the necessary and correct information including the offered brand, model, make and specifications, as well as the total price of the item or the items in the lot. They shall likewise indicate the total price of the said lot.
4. Prices must be quoted in Philippine Peso and must include the unit price and total price, inclusive of all taxes, duties and/or levies to be paid and other incidental costs to the delivery site/s if the contract is awarded.
5. Award of contract shall be made to the single/lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.

6. The RFQ Form must be duly signed and accomplished and typewritten or written in indelible ink. Any correction made to the prices, rates or to any information shall be rewritten in indelible ink and initialed by the person signing the RFQ Form.
7. Proponents shall accomplish, provide correct and accurate information and submit, together with the Request for Quotation (RFQ), the following attached documents: (i) Schedule of Requirements (**Annex "A"**); (ii) Technical Specifications (**Annex "B"**) (iii) Omnibus Sworn Statement (**Annex "C"**) and (iv) Financial Proposal (**Annex "D"**) otherwise, nonsubmission of which shall result to automatic disqualification of proposal.
8. Proponents requiring any clarifications of the Request for Quotation Document may refer to:

The Chairperson
Division BAC Office,
DepEd -Schools Division of Camarines Norte
F. Pimentel Avenue, Brgy. II
Daet, Camarines Norte bac.camarinesnorte@deped.gov.ph

IX. FINANCIAL PROPOSAL QUOTATION FORM as indicated in **Annex "D"**.

ANNEX "A"

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	Total Quantity (Pieces)	Delivery Period
1	Enhanced Nutribun		Based on the Delivery Schedule as hereto attached to start within 15 calendar days upon receipt of Notice to Proceed
	Bicol speaking schools (14554 beneficiaries)	525,501	
	120-140 gms per piece, in good condition, not expired		
	no signs of molds, no foul smell, soft in texture,		
	individually-packed in food-grade plastic pouches or 1		
	pouch for the number of feeding days, with clear		
	readable packaging indicating the manufacturing and		
	expiration dates, with imprinted sign per pack -		
	DepEd-SBFP, NOT FOR SALE. Expiration date should		
	be at least 5 days from date of delivery; Supplier should		
	be FNRI Technology Adopter for E Nutribun		
	Nutritional Content:		
	Energy: 374-504 kcal; Protein 13-18 g; Fat 7-9 g		
	Calcium: 198 - 360mg; Sodium 226-440 mg		
	Potassium 304-461 mg; Iron 4-6 mg, Zinc 1-2 mg		
	Vit A 182 - 350 mcg		
	(Should be delivered at drop-off points and packed per		
	school, per district)		

I hereby certify to comply with all the above Schedule of Requirements.

Name of Company/Bidder

Printed Name, Position and Signature of Bidder's Authorized Representative

DELIVERY SCHEDULE
NUTRITIOUS FOOD PRODUCTS

BICOL SPEAKING SCHOOLS

	SCHOOLS	DROP - OFF POINT	BENEFICIARIES	E-NUTRIBUN ALLOCATION								
				WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	TOTAL
	BASUD											
1	Basud ES	BASUD ES	319	1595	1595	1595	1595	1595	1595	319	0	9889
2	Angas ES	BASUD ES	83	415	415	415	415	415	415	83	0	2573
3	Balce ES	BASUD ES	87	435	435	435	435	435	435	87	0	2697
4	Briñas ES	BASUD ES	45	225	225	225	225	225	225	45	0	1395
5	Caayunan ES	BASUD ES	57	285	285	285	285	285	285	57	0	1767
6	Don Juan Pimentel ES	BASUD ES	111	555	555	555	555	555	555	111	0	3441
7	Fulgueras ES	BASUD ES	28	140	140	140	140	140	140	28	0	868
8	Guinatungan ES	BASUD ES	62	310	310	310	310	310	310	62	0	1922
9	Hinampacan ES	BASUD ES	92	460	460	460	460	460	460	92	0	2852
10	Langa ES	BASUD ES	122	610	610	610	610	610	610	122	0	3782
11	Mampili ES	BASUD ES	82	410	410	410	410	410	410	82	0	2542
12	Mandazo ES	BASUD ES	61	305	305	305	305	305	305	61	0	1891
13	Mangcamagong ES	BASUD ES	87	435	435	435	435	435	435	87	0	2697
14	Matnog ES	BASUD ES	189	945	945	945	945	945	945	189		5859
15	Mocong ES	BASUD ES	111	555	555	555	555	555	555	111	0	3441
16	Oliva ES	BASUD ES	82	410	410	410	410	410	410	82	0	2542
17	Pagsangahan ES	BASUD ES	126	630	630	630	630	630	630	126	0	3906

18	Pedro S. Rada ES	BASUD ES	162	810	810	810	810	810	810	162	0	5022
19	Pinagwarasan ES	BASUD ES	92	460	460	460	460	460	460	92	0	2852
20	Plaridel ES	BASUD ES	58	290	290	290	290	290	290	58	0	1798
21	Primo R. Samonte ES	BASUD ES	111	555	555	555	555	555	555	111	0	3441
22	San Felipe ES	BASUD ES	189	945	945	945	945	945	945	189	0	5859
23	San Jose ES	BASUD ES	61	305	305	305	305	305	305	61	0	1891
24	Taba-Taba ES	BASUD ES	33	165	165	165	165	165	165	33	0	1023
25	Tacad ES	BASUD ES	64	320	320	320	320	320	320	64	0	1984
26	Tuaca ES	BASUD ES	159	795	795	795	795	795	795	159	0	4929
	Sub-Total		2673	13365	13365	13365	13365	13365	13365	2673	0	82863
	SCHOOLS	DROP - OFF POINT	BENEFICIARIES	E-NUTRIBUN ALLOCATION								
				WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	TOTAL
	DAET NORTH											
1	Daet ES	DAET ES	598	2990	2990	2990	2990	2990	2990	2990	1794	22724
2	Alawihao	DAET ES	171	855	855	855	855	855	855	855	513	6498
3	A. Pabico - Abordo ES	DAET ES	204	1020	1020	1020	1020	1020	1020	1020	612	7752
4	Awitan ES	DAET ES	210	1050	1050	1050	1050	1050	1050	1050	630	7980
5	Bagasbas ES	DAET ES	266	1330	1330	1330	1330	1330	1330	1330	798	10108
6	Dogongan ES	DAET ES	155	775	775	775	775	775	775	775	465	5890
7	Mantagbac ES	DAET ES	246	1230	1230	1230	1230	1230	1230	1230	738	9348
8	Moreno Integrated Sch	DAET ES	141	705	705	705	705	705	705	705	423	5358
9	Pandan ES	DAET ES	186	930	930	930	930	930	930	930	558	7068
10	UP Alawihao Resettlement ES	DAET ES	161	805	805	805	805	805	805	805	483	6118

11	UP Teacher's Village ES	DAET ES	144	720	720	720	720	720	720	720	432	5472
12	Don Emiliano L. Pabico ES	DAET ES	64	320	320	320	320	320	320	320	192	2432
13	Julia B. Abilgos ES	DAET ES	120	600	600	600	600	600	600	600	360	4560
14	Paciano A. Magana ES	DAET ES	60	300	300	300	300	300	300	300	180	2280
	Sub-Total		2726	13630	13630	13630	13630	13630	13630	13630	8178	103588
	SCHOOLS	DROP - OFF POINT	BENEFICIARIES	E-NUTRIBUN ALLOCATION								
				WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	TOTAL
	DAET SOUTH											
1	F. Baldovino ES	BALDOVINO ES	293	1465	1465	1465	1465	1465	1465	1465	879	11134
2	Calasgasan ES	BALDOVINO ES	172	860	860	860	860	860	860	860	688	6708
3	Don S. Carranceja Mem Sch	BALDOVINO ES	94	470	470	470	470	470	470	470	282	3572
4	Cobangbang ES	BALDOVINO ES	231	1155	1155	1155	1155	1155	1155	1155	924	9009
5	Goito Pimentel ES	BALDOVINO ES	121	605	605	605	605	605	605	605	484	4719
6	Gregorio Pimentel Mem Sch	BALDOVINO ES	123	615	615	615	615	615	615	615	492	4797
7	Mancruz Primary Sch	BALDOVINO ES	111	555	555	555	555	555	555	555	444	4329
8	San Luis ES	BALDOVINO ES	137	685	685	685	685	685	685	685	548	5343
9	Zurbano ES	BALDOVINO ES	147	735	735	735	735	735	735	735	588	5733

10	Anita V. Romero ES	BALDOVINO ES	133	665	665	665	665	665	665	665	532	5187
	Sub-Total		1562	7810	7810	7810	7810	7810	7810	7810	5861	60531
	SCHOOLS	DROP - OFF POINT	BENEFICIARIES	E-NUTRIBUN ALLOCATION								
				WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	TOTAL
	MERCEDES											
1	Mercedes CES	MERCEDES ES	506	2530	2530	2530	2530	2530	3036	0	0	15686
2	Cayucyucan ES	MERCEDES ES	61	305	305	305	305	305	366	0	0	1891
3	F. P. Ibasco ES	MERCEDES ES	66	330	330	330	330	330	396	0	0	2046
4	Gaboc ES	MERCEDES ES	54	270	270	270	270	270	324	0	0	1674
5	Lope Manlangit ES	MERCEDES ES	58	290	290	290	290	290	348	0	0	1798
6	Mambulangon ES	MERCEDES ES	167	835	835	835	835	835	1002	0	0	5177
7	Manguisoc ES	MERCEDES ES	170	850	850	850	850	850	1020	0	0	5270
8	Quinapaguian ES	MERCEDES ES	65	325	325	325	325	325	390	0	0	2015
9	San Roque ES	MERCEDES ES	200	1000	1000	1000	1000	1000	1200	0	0	6200
10	Tagongtong ES	MERCEDES ES	131	655	655	655	655	655	786	0	0	4061
		TOTAL	1478	7390	7390	7390	7390	7390	8868	0	0	45818
11	Colasi ES	PAMBUHAN ES	95	475	475	475	475	475	570	0	0	2945
12	Hamoraon ES	PAMBUHAN ES	181	905	905	905	905	905	1086	0	0	5611
13	Hinipaan ES	PAMBUHAN ES	155	775	775	775	775	775	930	0	0	4805
14	Lalawigan ES	PAMBUHAN ES	209	1045	1045	1045	1045	1045	1254	0	0	6479
15	Lanot ES	PAMBUHAN ES	63	315	315	315	315	315	378	0	0	1953
16	Masalongsalong ES	PAMBUHAN ES	93	465	465	465	465	465	558	0	0	2883

17	Claro E. Ibasco ES	PAMBUHAN ES	57	285	285	285	285	285	342	0	0	1767
18	Pambuhan ES	PAMBUHAN ES	167	835	835	835	835	835	1002	0	0	5177
19	Tarum ES	PAMBUHAN ES	74	370	370	370	370	370	444	0	0	2294
			1094	5470	5470	5470	5470	5470	6564	0	0	33914
			2572	12860	12860	12860	12860	12860	15432	0	0	79732
	SCHOOLS	DROP - OFF POINT	BENEFICIARIES	E-NUTRIBUN ALLOCATION								
				WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	WEEK 6	WEEK 7	WEEK 8	TOTAL
	SAN VICENTE - SAN LORENZO											
1	San Vicente ES	SAN VICENTE ES	248	1240	1240	1240	1240	1240	1240	1240	1488	10168
2	L. Opeda ES	SAN VICENTE ES	85	425	425	425	425	425	425	425	510	3485
3	Bernardo U. Olis ES	SAN VICENTE ES	104	520	520	520	520	520	520	520	624	4264
4	V. Orendain ES	SAN VICENTE ES	49	245	245	245	245	245	245	245	294	2009
5	V. Ricafrente ES	SAN VICENTE ES	47	235	235	235	235	235	235	235	282	1927
6	Cabanbanan ES	SAN VICENTE ES	49	245	245	245	245	245	245	245	294	2009
			582	2910	2910	2910	2910	2910	2910	2910	3492	23862
7	Imelda ES	IMELDA ES	134	670	670	670	670	670	670	670	804	5494
8	Mampurog ES	IMELDA ES	205	1025	1025	1025	1025	1025	1025	1025	1230	8405
9	Manlimonsito ES	IMELDA ES	62	310	310	310	310	310	310	310	372	2542
10	Pulantuna ES	IMELDA ES	64	320	320	320	320	320	320	320	384	2624
11	Resettlement ES	IMELDA ES	30	150	150	150	150	150	150	150	180	1230
12	Salvacion ES (Big)	IMELDA ES	155	775	775	775	775	775	775	775	930	6355

ANNEX “B”

Technical Specifications

Item	Specification	Statement of Compliance
		<i>[Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. 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 Bidder's 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 applicable laws and issuances.]</i>
1	Enhanced Nutribun	
	Bicol speaking schools (14554 beneficiaries)	
	120-140 gms per piece, in good condition, not expired	
	no signs of molds, no foul smell, soft in texture,	
	individually-packed in food-grade plastic pouches or 1 pouch for the number of feeding days, with clear	
	readable packaging indicating the manufacturing and	
	expiration dates, with imprinted sign per pack -	
	DepEd-SBFP, NOT FOR SALE. Expiration date should	
	be at least 5 days from date of delivery; Supplier should	
	be FNRI Technology Adoptor for E Nutribun	
	Nutritional Content:	
	Energy: 374-504 kcal;Protein 13-18 g;Fat 7-9 g	
	Calcium: 198 - 360mg; Sodium 226-440 mg	

	Potassium 304-461 mg;Iron 4-6 mg,Zinc 1-2 mg	
	Vit A 182 - 350 mcg	
	(Should be delivered at drop-off points and packed per	
	school, per district)	

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Printed Name, Position and Signature of Bidder's Authorized Representative

**Omnibus Sworn Statement
For the Conduct of Procurement Activities under Republic Act No. 11494 or
the *Bayanihan* to Recover as One Act**

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and residing at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[address of Bidder]*;

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of *[Name of Bidder]*;

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary’s Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)]*;

3. *[Name of Bidder]* is not “blacklisted” or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by its association or relation with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examine all of the Bidding Documents;
 - b. Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this day of 20 at _____, Philippines.

Name and Signature of Bidder's
Authorized Representative

[Jurat]

[Format shall be based on the Rules on Notarial Practice]

ANNEX “D”

Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

TOTAL ABC	Total Price Offer	
Total Price Offer (<i>in words</i>)		

After having carefully read, understood, and accepted the terms and conditions specified in the Request for Quotation, above-cited is our financial proposal (quotation) for the item/s.

We undertake, if our Quotation is accepted, to deliver the above items/goods within fifteen (15) days upon receipt of PO/NTP

We agree to abide by this Quotation for a period of **thirty (30) calendar days-bid validity** after the deadline for submission specified in the RFQ.

We understand that payment for the goods/items delivered will be made to the winning supplier after inspection and acceptance of the goods/items delivered. The above-quoted prices are inclusive of all costs and applicable taxes.

Name and Signature of Authorized Representative

Name of the Company:

Company Address:

Contact Number/s:

Email Address: