



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
4th Floor C3 Bldg Rizal Ave. Pagadian City
Tel. Nos.: (062) 925-00-80/ (062) 955-4595



REQUEST FOR QUOTATION (RFQ No. 2025-07-14) Small Value Procurement

ERL C. VILLAGONZALO
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Vice-Chairperson

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MONTANO A. JANOLINO III
Provisional Member, Non-IT
Projects

OSCAR B. BELARGA, JR.
Provisional Member, IT
Projects

SECRETARIAT:

BRYAN M. DAEL
Secretary

AMOR C. RODA
Member

SANDRA S. ARAO-ARAO
Member

SANDRA S. ARAO-ARAO
Member

CRISTINA V. RIVERA
Member

GINA A. CALAPARDO
Member

Date: _____

Contact Person: _____
Company Name: _____
Company Address: _____
Contact Details: _____

Dear Sir/Madam:

The Regional Bids and Awards Committee of the Professional Regulation Commission – Regional Office IX, Pagadian City is inviting to participate in the Negotiated Procurement under Section 53.9 – Small Value Procurement of the 2016 revised IRR of the R.A. 9184 for the Project: **PROCUREMENT OF SUPPLY AND DELIVERY OF VARIOUS ICT AND OFFICE EQUIPMENT FOR PRC PAGADIAN AND ZAMBOANGA SATELLITE OFFICE IX.**

We are furnishing you herewith a copy of posted Request for Quotation with Annexes “A-B”, for your references.

For any clarifications you may email at ro9@prc.gov.ph (for Pagadian Regional Office) or you may call the RBAC Secretariat, Tel No. (062) 925-0080.

Thank you,

Very truly yours,


ERL C. VILLAGONZALO
RBAC Chairman



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REQUEST FOR QUOTATION

Negotiated Procurement – Small Value Procurement

The **PROFESSIONAL REGULATION COMMISSION (PRC) – REGIONAL OFFICE IX, PAGADIAN CITY** with office address PRC Region IX Building, Regional Center, Balintawak, Pagadian City, through its Regional Bids and Awards Committee (RBAC), will undertake a Negotiated Procurement for a Project: **PROCUREMENT OF SUPPLY AND DELIVERY OF VARIOUS ICT AND OFFICE EQUIPMENT FOR PRC PAGADIAN AND ZAMBOANGA SATELLITE OFFICE IX** in accordance with Section 53.9 (Small Value Procurement) of the 2016 Implementing Rules and Regulations of the Republic Act No. 9184.

| | |
|--|--|
| Name of Project: | Procurement of Supply and Delivery of Various ICT and Office Equipment for PRC Pagadian and Zamboanga Satellite Office IX. |
| Approved Budget for the Contract: | Five Hundred Eighteen Thousand One Hundred Pesos (Php 518,100.00) |
| Location: | PRC Region IX Building, Regional Center, Balintawak, Pagadian City. |
| Specification: | See attached Annex “ A ” for the Term of Reference and Schedule of Delivery and Annex “ B ” for the Financial Bid. |
| Delivery Period : | Fifteen (15) calendar days upon receipt of Notice to Proceed |

Bidders who are legally, technically, and financially capable may submit their accomplished open quotation/proposal (**Annex “B”**) personally, by mail/courier or via email, duly signed by the owner or his/her duly authorized representative using the “PRC Official Forms” provided herein on or **before 10 o’clock in the morning of July 18, 2025** at the RBAC Secretariat, at the above stated address, at which time, the quotation/proposal will be evaluated PRC Region IX Building, Regional Center, Balintawak, Pagadian City in the presence of the representative who may choose to attend.

❖ TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. The bidder shall submit their proposal through their duly authorized representative using the provided **OFFICIAL FORMS (Annex “A” & “B”)**.
3. The Procurement Entity does not accept partial bid.
4. Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of the submission of the quotation.
5. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
6. All quotations exceeding the Approved Budget for the Contract shall be automatically rejected.
7. The bidder with the Lowest Calculated Quotation shall advance to the post-qualification stage during which offered equipment shall be subjected to inspection and approval of the End-user/s before award of contract.
8. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.

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- SECRETARIAT:**
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9. Any erasures or overwriting shall be valid only if they are properly signed by the owner or his/her authorized representative.
10. Payment shall be made promptly, but in no case later than thirty (30) days, through Land Bank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user. Please take note the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.
11. Items shall be delivered within **Fifteen (15) calendar days** upon receipt of contract with no additional cost.
12. Actual demonstration on the operation and handling of goods
Shall be included during the delivery.

In addition to the quotation/proposal, copies of the following eligibility requirements (or its equivalent/or if applicable) are required to be submitted:

1. Valid Mayor's / business Permit
(In exceptional cases where the LGU concerned has not yet released the Mayor's Permit, Bidders, in lieu of the valid Mayor's Permit may submit a substantial proof of renewal of Mayor's Permit, as such as Official Receipt of Payment)

2. PhilGEPS registration Number

3. Latest Income Tax Return

4. Omnibus of Sworn Statement

5. Warranty Certificate

6. Tax Clearance/Certificate
- ❖ *For individual (only the BIR Certificate of Registration shall be submitted in lieu of DTI Registration and Mayor's Permit)*
- ❖ *For procurement requiring Mayor's permit and PhilGEPS Registration Number, Certificate of Platinum membership may be submitted in lieu of the said documents*

13. In order to assure that manufacturing defects shall be corrected by the supplier, a warranty security shall be required from the contract awardee for a minimum period of One (1) year, after acceptance by the Procuring Entity of the delivered supplies, per Section 62.1 of the 2016 Revised IRR. The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof: Provided, however, that the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met.

PRC assumes no responsibility whatsoever to compensate or indemnify proponents for any expenses incurred in the preparation of the proposal.



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PRC reserves the right to accept or reject any or all quotations and impose additional terms and conditions as it may deem proper.

For inquiries, you may contact the RBAC Secretariat at telephone No. (062) 925-0080 / or email at ro9@prc.gov.ph

Very truly yours,


ERL C. VILLAGONZALO
RBAC Chairman



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ANNEX “A”

TERMS OF REFERENCE (TOR)

PROCUREMENT OF SUPPLY AND DELIVERY OF VARIOUS ICT AND OFFICE EQUIPMENT FOR PRC PAGADIAN AND ZAMBOANGA SATELLITE OFFICE IX.

(Through Negotiated Procurement Pursuant to Section 53.9 of the 2016 Revised Implementing Rules and Regulations of R.A. 9184)

I. Approved Budget for the Contract

The supplier shall bid for the item described in this Terms of Reference, which shall not exceed the Approved Budget for the Contract (ABC) in the amount of **Five Hundred Eighteen Thousand One Hundred Pesos (Php 518,000.00)**, inclusive of all applicable bank and government charges.

II. Specification

| PROCUREMENT OF SUPPLY AND DELIVERY OF VARIOUS ICT AND OFFICE EQUIPMENT FOR PRC PAGADIAN AND ZAMBOANGA SATELLITE OFFICE IX. | | |
|--|-----|---|
| ITEM | QTY | Technical Specifications and Schedule of Requirements |
| I | 2 | SCANNER - Duty Cycle up to 3,000 pages/day, scan speed up to 26ppm/52ipm (300dpi) - One-pass duplex scanning, doc capture PRO Software, Scan 50gsm to 209 gsm ➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed. |
| II | 15 | UPS BVX 1,200va, 230v, avr, Universal Sockets (BVX1200LI-MS) ➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed. |
| III | 2 | MONOCHROME PRINTER (Print, Scan, & Copy) - Maximum Copies from Standard: 99 copies - Reduction / Enlargement; 25 - 400% Auto Fit Function - Maximum Copy Resolution; 600 x 600dpi - Maximum Copy Size: Legal (ADF) ➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed. |
| IV | 1 | PRINTER -Colored, Copy, Print, Scan Capacity all in one ink tank printer ➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed. |
| V | 1 | CABINET - Steel Cabinet 5 Layer swing glass door with door lock key. ➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed. |
| VI | 1 | GLASS CUPBOARD, STEEL CABINET -with Keylock, & Drawer Swing Glass - 90W x 40D x 185H cm, Light Gray and 2 tone color, Knock-down /Not Assembled, Steel with powder coating, 3 layer, 5 door, 3 drawer with glass, lock and key for door and drawer, 4 adjustable shelf Heavy Duty, high quality,easy to assemble. ➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed. |
| VII | 1 | STEEL CABINET - 4 layers, Color Offwhite, with safety vault |



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| | | |
|------|----|---|
| | | <p>➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed.</p> |
| VIII | 2 | <p>STEEL CABINET</p> <p>- 4 layers, Color Gray with lock</p> <p>Delivery – 15 Calendar days delivery upon receipt of the notice to proceed.</p> |
| IX | 1 | <p>LAMINATING MACHINE</p> <p>- Heavy Duty (A4/A3) Hot/Cold Laminating Film</p> <p>➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed.</p> |
| X | 11 | <p>OFFICE CHAIR</p> <p>-Ergonomic High Back Mesh Chair</p> <p>- 360' swivel, chrome plated star-base, adjustable headrest and armrest, lumbar support, heavy duty</p> <p>➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed.</p> |
| XI | 2 | <p>FOLDABLE METAL RACK,</p> <p>-Shelves 4 layers heavy duty,</p> <p>- color black, 4 layers 72*35*127 cm (L*W*H)</p> <p>➤ Delivery – 15 Calendar days delivery upon receipt of the notice to proceed.</p> |
| XII | 1 | <p>Document Scanner,</p> <p>- ADF (Automatic Document Feeder) Manual Feed, Duplex</p> <p>- Color, Grayscale, Monochrome, Automatic</p> <p>- ADF Capacity – 50 sheets (A4, 80g/m2 or 20 lb)</p> <p>- Overlap detection (Ultrasonic sensor), Length detection</p> <p>- USB 3.2 Gen1/USB 3.1/USB 3.0/USB 2.0/USB 1.1 (connector Type: Type B) *9</p> <p>- AC 100 to 240 V, 50/60 Hz</p> |

ACKNOWLEDGEMENT AND COMPLIANCE WITH THE TERMS AND CONDITIONS
FOR THE PROCUREMENT OF SUPPLY AND DELIVERY OF VARIOUS ICT AND
OFFICE EQUIPMENT FOR PRC PAGADIAN AND ZAMBOANGA SATELLITE OFFICE
IX.

SIGNATURE OVER PRINTED NAME OF
AUTHORIZED REPRESENTATIVE, DESIGNATION AND
PRINTED NAME OF COMPANY



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OFFICE IX.

- ERL C. VILLAGONZALO
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Member

| ITEM | TITLE | SIGNATURE OVER PRINTED NAME OF BIDDER/ BIDDER'S AUTHORIZED REPRESENTATIVE | DESIGNATION | COMPANY |
|------|---|---|-------------|---------|
| I | SCANNER - Duty Cycle up to 3,000 pages/day, scan speed up to 26ppm/52ipm (300dpi) - One-pass duplex scanning, doc capture PRO Software, Scan 50gsm to 209 gsm | | | |
| II | UPS BVX 1,200va, 230v, avr, Universal Sockets (BVX1200LI-MS) | | | |
| III | MONOCHROME PRINTER (Print, Scan, & Copy) - Maximum Copies from Standard: 99 copies - Reduction / Enlargement; 25 - 400% Auto Fit Function - Maximum Copy Resolution; 600 x 600dpi - Maximum Copy Size: Legal (ADF) | | | |
| IV | PRINTER -Colored, Copy, Print, Scan Capacity all in one ink tank printer | | | |
| V | CABINET - Steel Cabinet 5 Layer swing glass door with door lock key. | | | |
| VI | GLASS CUPBOARD, STEEL CABINET -with Keylock, & Drawer Swing Glass - 90W x 40D x 185H cm, Light Gray and 2 tone color, Knock-down /Not Assembled, Steel with powder coating, 3 layer, 5 door, 3 drawer with glass, lock and key for door and drawer, 4 adjustable shelf Heavy Duty, high quality,easy to assemble. | | | |
| VII | STEEL CABINET - 4 layers, Color Offwhite, with safety vault | | | |
| VIII | STEEL CABINET - 4 layers, Color Gray with lock | | | |
| IX | LAMINATING MACHINE - Heavy Duty (A4/A3) Hot/Cold Laminating Film | | | |



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| | | | | |
| X | OFFICE CHAIR -Ergonomic High Back Mesh Chair - 360' swivel, chrome plated star-base, adjustable headrest and armrest, lumbar support, heavy duty | | | |
| XI | FOLDABLE METAL RACK, -Shelves 4 layers heavy duty, - color black, 4 layers 72*35*127 cm (L*W*H) | | | |
| XII | Document Scanner, <ul style="list-style-type: none">- ADF (Automatic Document Feeder) Manual Feed, Duplex- Color, Grayscale, Monochrome, Automatic- ADF Capacity – 50 sheets (A4, 80g/m2 or 20 lb)- Overlap detection (Ultrasonic sensor), Length detection- USB 3.2 Gen1/USB 3.1/USB 3.0/USB 2.0/USB 1.1 (connector Type: Type B) *9- AC 100 to 240 V, 50/60 Hz | | | |



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ANNEX “B”

PRICE QUOTATION SHEET
FINANCIAL BID

Having read, examined and accepted the Terms of Reference on the subject Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

| PROCUREMENT OF SUPPLY AND DELIVERY OF VARIOUS ICT AND OFFICE EQUIPMENT FOR PRC PAGADIAN AND ZAMBOANGA SATELLITE OFFICE IX. | | | | | | BID QUOTATION / BID PRICE *** THE QUOTED/BID PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF ALL TAXES AND BANK CHARGES |
|--|--|-----|--|----------------------|--|---|
| ITEM | ITEM DESCRIPTION | QTY | APPROVED BUDGET FOR THE CONTRACT | UNIT COST | TOTAL COST | |
| I | SCANNER - Duty Cycle up to 3,000 pages/day, scan speed up to 26ppm/52ipm (300dpi) - One-pass duplex scanning, doc capture PRO Software, Scan 50gsm to 209 gsm | 2 | Seventy-Seven Thousand (Php 77,000.00) | In Figures:____ — | In Figures:____ — In Words:_____ | |
| II | UPS BVX 1,200va, 230v, avr, Universal Sockets (BVX1200LI-MS) | 15 | One Hundred Seventy-Two Thousand Five Hundred Pesos (Php 172,500.00) | In Figures:____ — | In Figures:____ — In Words:_____ | |
| III | MONOCHROME PRINTER (Print, Scan, & Copy) - Maximum Copies from Standard: 99 copies - Reduction / Enlargement; 25 - 400% Auto Fit Function - Maximum Copy Resolution; 600 x 600dpi - Maximum Copy Size: Legal (ADF) | 2 | Fifty-three Thousand Pesos (Php 53,000.00) | In Figures:____ — | In Figures:____ — In Words:_____ | |
| IV | PRINTER -Colored, Copy, Print, Scan Capacity all in one ink tank printer | 1 | Twenty Thousand Nine Hundred Fifty (Php 20,950.00) | In Figures:____ — | In Figures:____ — In Words:_____ | |



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| | | | | | |
|------|--|----|--|----------------------|---|
| V | CABINET - Steel Cabinet 5 Layer swing glass door with door lock key. | 1 | Ten Thousand Nine Hundred Fifty Pesos (Php 10,950.00) | In Figures:____ — | In Figures:_____ — In Words:_____ |
| VI | GLASS CUPBOARD, STEEL CABINET -with Keylock, & Drawer Swing Glass - 90W x 40D x 185H cm, Light Gray and 2 tone color, Knock-down /Not Assembled, Steel with powder coating, 3 layer, 5 door, 3 drawer with glass, lock and key for door and drawer, 4 adjustable shelf Heavy Duty, high quality,easy to assemble. | 1 | Twenty Thousand Pesos (Php 20,000.00) | In Figures:____ — | In Figures:_____ — In Words:_____ |
| VII | STEEL CABINET - 4 layers, Color Offwhite, with safety vault | 1 | Thirteen Thousand Five Hundred Pesos (Php 13,500.00) | In Figures:____ — | In Figures:_____ — In Words:_____ |
| VIII | STEEL CABINET - 4 layers, Color Gray with lock | 2 | Thirteen Thousand Eight Hundred Pesos (Php 13,800.00) | In Figures:____ — | In Figures:_____ — In Words:_____ |
| IX | LAMINATING MACHINE - Heavy Duty (A4/A3) Hot/Cold Laminating Film | 1 | Three Thousand Five Hundred Pesos (Php 3,500.00) | In Figures:____ — | In Figures:_____ — In Words:_____ |
| X | OFFICE CHAIR -Ergonomic High Back Mesh Chair - 360' swivel, chrome plated star-base, adjustable headrest and armrest, lumbar support, heavy duty | 11 | Sixty-three Thousand Eight Hundred Pesos (Php 63,800.00) | In Figures:____ — | In Figures:_____ — In Words:_____ |
| XI | FOLDABLE METAL RACK, -Shelves 4 layers heavy duty, - color black, 4 layers 72*35*127 cm (L*W*H) | 2 | Six Thousand Eight Hundred Pesos (Php 6,800.00) | In Figures:____ — | In Figures:_____ — In Words:_____ |



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Projects

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Provisional Member, IT
Projects

SECRETARIAT:

BRYAN M. DAEL
Secretary

AMOR C. RODA
Member

SANDRA S. ARAO-ARAO
Member

SANDRA S. ARAO-ARAO
Member

CRISTINA V. RIVERA
Member

GINA A. CALAPARDO
Member

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|-----|---|---|---|------------------|-----------------------------------|
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| XII | <p>Document Scanner,</p> <ul style="list-style-type: none">- ADF (Automatic Document Feeder) Manual Feed, Duplex- Color, Grayscale, Monochrome, Automatic- ADF Capacity – 50 sheets (A4, 80g/m2 or 20 lb)- Overlap detection (Ultrasonic sensor), Length detection- USB 3.2 Gen1/USB 3.1/USB 3.0/USB 2.0/USB 1.1 (connector Type: Type B) *9 <p>AC 100 to 240 V, 50/60 Hz</p> | 1 | Forty Eight Thousand Five Hundred Pesos (Php 48,500.00) | In Figures:_____ | In Figures:_____ – In Words:_____ |

Total Bid Price for the Project: (Inclusive of all taxes and bank charges)

In Figures:

In Words:

**THE BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT AND BANK CHARGES*

Bidder’s authorized signature over printed name

Designation: _____

Name of Company: _____

Address: _____

Contact: _____



Bids and Awards Committee

Republic of the Philippines
Professional Regulation Commission
4th Floor C3 Bldg Rizal Ave. Pagadian City
Tel. Nos.: (062) 925-00-80/ (062) 955-4595



- ERL C. VILLAGONZALO
Chairman
- ATTY. MAY S. CARREON
Vice-Chairperson
- GUILBERT J. CATUBAY
Member
- GLADYS CLAIRE R. ENOT
Member
- MA PINKY M. DE PANO
Member
- JORGE B. DUTERTE
Member
- NORA A. SIASON
Member
- MONTANO A. JANOLINO III
Provisional Member, Non-IT Projects
- OSCAR B. BELARGA, JR.
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Member

Omnibus Sworn Statement

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 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] with office address at [address of Bidder];

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

If a sole proprietorship: As the owner and sole proprietor of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for [Name of the Project] of the [Name of the Procuring Entity];

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 and/or to represent the [Name of Bidder] in the bidding as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)];

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;

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: I am 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;



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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 following responsibilities as a Bidder:

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.
- IN WITNESS WHEREOF, I have hereunto set my hand this __ day of __, 20__ at _____, Philippines.
- _____
[Bidder's Representative/Authorized Signatory]
- [JURAT]*
- Page 13 of 14



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SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her Community Tax Certificate No. _____ issued on ____ at _____.

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. _____ *[date issued]*, *[place issued]*
IBP No. _____ *[date issued]*, *[place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

* This form will not apply for WB funded projects.