



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRICULTURE
PHILIPPINE COCONUT AUTHORITY
REGION I, II, III and CAR

2/F Guest House Bldg., PCA Compound, Elliptical Road, Diliman, Quezon City 1101
Tel. Nos.: (02) 8927-5227 (02) 8924-4761
pcaregion1.4b@gmail.com / regioniv@pca.gov.ph

REQUEST FOR QUOTATION (RFQ)
NEGOTIATED PROCUREMENT (TWO-FAILED BIDDINGS)
IB No. 2023-12

Project: SUPPLY, HANDLING, TRANSPORT & DELIVERY OF 2,000 BAGS OF AGRICULTURAL GRADE SALT FERTILIZERS UNDER THE COCONUT FERTILIZATION PROJECT CY 2023 FUND

1. In view of the two (2) failed biddings, the Philippine Coconut Authority Region I, II, III and CAR, through its Regional Bids and Awards Committee (RBAC) invites PhilGEPS registered suppliers to participate in the negotiation for the procurement of **2,000 bags of Agricultural Grade Salt Fertilizers (AGSF)** in accordance with Section 53.1 of the Revised Implementing Rules and Regulations of the Republic Act No. 9184.
2. The Approved Budget for the Contract (ABC), through Coconut Fertilization Project CY 2023 Fund has a sum of **ONE MILLION PESOS (PhP 1,000,000.00)**.
3. The bid security shall be in the form of a Bid Securing Declaration (Annex "4"), or any of the following forms and amounts:
 - a) The amount of not less than PhP20,000.00, if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or
 - b) The amount of not less than PhP50,000.00 if bid security is in Surety Bond.
4. The Bid and bid security *shall be valid until 120 days from the opening of bid/quotation*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.
5. The Project shall be awarded as One Project having several items that shall be awarded as one contract.
6. Prospective bidders may obtain further information from the RBAC Secretariat through the contact details given below during office hours.
7. The schedule of bidding activities is as follows:

ACTIVITIES	SCHEDULE
Advertisement/Posting of Request for Quotation	September 8 to 18, 2023
Availability of Request for Quotation	Beginning September 8, 2023 (Friday)
Pre-Negotiation Conference	September 12, 2023 (Tuesday) at 9:30 AM via video conferencing (Zoom Meeting) and physical at PCA Region I-III & CAR Conference Room, 2nd Floor, Guest House Building, PCA

	Compound, Elliptical Road, Diliman, Quezon City which are open to all bidders.
Deadline and Venue for the Submission and Receipt of Quotation and Legal/Technical Documents (in Sealed Envelope)	September 18, 2023 (Monday) at 9:30 AM at PCA Region I-III & CAR Office, 2nd Floor, Guest House Building, PCA Compound, Elliptical Road, Diliman, Quezon City
Schedule and Venue for the Opening and Preliminary Examination of Quotation	September 18, 2023 (Monday) at 10:00 AM via video conferencing (Zoom Meeting) and physical at PCA Region I-III & CAR Office, 2nd Floor, Guest House Building, PCA Compound, Elliptical Road, Diliman, Quezon City

8. Interested Bidders shall submit the following documents in sealed envelopes, labeled as **“Negotiated Procurement – Supply, Handling, Transport & Delivery of 2,000 Bags of Agricultural Grade Salt Fertilizers under the Coconut Fertilization Project CY 2023 Fund”**. The envelope labels should contain the name of the bidder, address and contact details of the bidder.
9. A complete set of Bidding Documents/RFQ may be acquired by interested Bidders on September 8-18, 2023, from the given address and website below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, One thousand pesos (Php1,000.00). The Procuring Entity shall allow the bidder to present its proof of payment for the fees in person or through electronic means.
10. The Checklist of Documents is as follows:

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

- ☐ • Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

Technical Documents

- ☐ • 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; **and**
- ☐ • Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents; **and**
- ☐ • Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission **or** Original copy of Notarized Bid Securing Declaration; **and**
- ☐ • Conformity with the Technical Specifications, which may include production/ delivery schedule, manpower requirements, and/or after sales/parts, if applicable; **and**
- ☐ ○ program of work or delivery schedule
 - ☐ ○ manpower requirements
 - ☐ ○ FPA Certificate of Registration

- ☐ o duly notarized CERTIFICATION during the opening of bids from the producer's/manufacture, stating among others the production capacity of the plant per week
 - ☐ o duly notarized CERTIFICATION stating the specific locations/addresses of his/her warehouse/s, the available stocks per warehouse with the recent pictures of the warehouse/s with stock of fertilizers
 - ☐ o conformity to the approved Terms of Reference (TOR)
 - ☐ o sample sack with label, **and**
- ☐ • Original duly signed Omnibus Sworn Statement (OSS) and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

Financial Documents

- ☐ • The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) or A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

Class "B" Documents

- ☐ • If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence or 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.

II. FINANCIAL COMPONENT ENVELOPE

- ☐ • Original of duly signed and accomplished Financial Bid Form; **and**
- ☐ • Original of duly signed and accomplished Price Schedule(s).

Note: Bidder shall submit one (1) original and two (2) duly certified photocopies of the first and second components of its bid in sealed envelopes. All documents shall be current and updated and any missing document in the checklist is a ground for outright rejection of the bid.

11. 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.

Lot No.	Project Year	Drop-off Points (DOPs)	Quantity, bags	Schedule of Delivery
Whole Lot	Agricultural Grade Salt Fertilizer (AGSF)			Within sixty (60) calendar days after receipt of Notice to Proceed by the Supplier
	CFP CY 2023	Brgy. Buyun, Sta. Teresita, Cagayan	200	
		Brgy. Damang Norte, Camalaniugan, Cagayan	200	
		Brgy. Santor, Sanchez Mira, Cagayan	200	
		Brgy. Langagan, Sanchez Mira, Cagayan	200	
		Brgy. Masisit, Sanchez Mira, Cagayan	200	
		Brgy. Pata West, Claveria, Cagayan	200	
		Sub-Total	1,200	
		Brgy. Pingit, Baler, Aurora	200	

	Brgy. Kadayacan, Maria Aurora, Aurora	200	
	Brgy. Calabgan, Casiguran, Aurora	400	
	Sub-Total	800	
	Total	2,000	

12. TECHNICAL SPECIFICATIONS

Specifications of the Agricultural Grade Salt Fertilizer (AGSF) are the following:

1. Locally produced salt
2. Chlorine Content: 55% minimum
3. Color: White to Off-white
4. Moisture Content: 10% maximum
5. Physical Appearance: Dry, free flowing and free of lumps and foreign matters
6. Weight per bag: 50 kg

13. TEMPLATE OF THE REQUIRED FORMS TO BE SUBMITTED BY THE BIDDER

- Statement of Compliance to Technical Specifications – Annex “1”
- Terms of Reference (TOR) – Annex “2”
- Bid Form – Annex “3”
- Bid Securing Declaration – Annex “4”
- Omnibus Sworn Statement – Annex “5”
- Price Schedule – Annex “6”

14. The RBAC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

15. For further information, please refer to:

MS. MICHELLE O. VILLA

RBAC Secretariat

PCA - Regions I, II, III & CAR

2/F Guest House Bldg., PCA Compound,

Elliptical Road, Diliman, Quezon City

Email Address: 4b.regionalbac@gmail.com

Telephone: 8924-4761

07 September 2023

(SGD.) CHRICEPT T. VILORIA, Ph.D.

Chairperson, RBAC



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>
Agricultural Grade Salt Fertilizer: 2,000 Bags		
Whole Lot	Locally produced salt	
	Chlorine Content: 55% minimum	
	Color: White to Off-white	
	Moisture Content: 10% maximum	
	Physical Appearance: Dry, free flowing and free of lumps and foreign matters	
	Weight per bag: 50 kg	

CONFORME:

 (Printed Name and Signature of the Authorized Bidder/
 Bidder’s Representative)

 Name of Bidder/Company/Organization

 Date

**SUPPLY, HANDLING, TRANSPORT & DELIVERY OF 2,000 BAGS OF
AGRICULTURAL GRADE SALT FERTILIZERS UNDER THE COCONUT
FERTILIZATION PROJECT CY 2023 FUND**

TERMS OF REFERENCE

I. REQUIRED TECHNICAL SPECIFICATIONS

A. Agricultural Grade Salt Fertilizers

1. Locally Produced Salt Fertilizer
2. Chlorine Content: 55% minimum
3. Color: White to Off-white
4. Moisture Content: 10% maximum
5. Physical Appearance: Dry, free flowing and free of lumps and foreign matters

II. PACKAGING REQUIREMENTS

1. Color of Sack/Print

Color of sack must be white. Print color is Green

2. Outer Bag

Fabric and Construction : Woven fabric polypropylene
12 x 12 mesh, 850 deniers

Size : 535mm x 865mm

Capacity : 50 kgs

Double top stitching shall be a minimum of one (1) inch from the selvage not to include the inner lining.

3. Inner Lining

Polyethylene, .0013 mm and sealed mechanically after exhausting the air at the top and film heat at the bottom

4. Markings

One Side:

Company Logo

Product Description:

LOCALLY PRODUCE AGRICULTURAL GRADE SALT FERTILIZER

Project Name:

COCONUT FERTILIZATION PROJECT CY 2023

Consignee:

Department of Agriculture
PHILIPPINE COCONUT AUTHORITY
Regions I, II, III and CAR

Net Weight: 50kg

Other Side:

USE NO HOOK

NOT FOR SALE

NOT FOR HUMAN CONSUMPTION

Date Manufactured: _____

Expiry Date: _____

Name & Address of Supplier: _____

FPA Registration No.: _____

PLEASE SEE ATTACHED LABELLING LAYOUT FOR REFERENCE

5. The supplier shall provide extra empty sacks with markings and inner lining equivalent to two percent (2%) of the required/ delivered quantity at the warehouse at no extra cost, and each bag to guarantee minimum product weight (net) as specified on the sack.
6. Erasures and alterations of markings and change of marking layouts without approval from PCA are not allowed.

III. LOT REFERENCES

Partial bid is allowed. Bidder shall submit a proposal for any or all the lots. Hence, for the purpose of bidding, evaluation and contract award will be undertaken by lot.

Lot No.	Drop-off Points (DOPs)	Fertilizer Requirement	Approved Budget for the Contract (Php)	Amount of Bid Document (Php)
		AGSF		
	CFP CY 2023	2,000		
1	Brgy. Buyun, Sta. Teresita, Cagayan	200	1,000,000.00	1,000.00
	Brgy. Damang Norte, Camalaniugan, Cagayan	200		

	Brgy. Santor, Sanchez Mira, Cagayan	200		
	Brgy. Langagan, Sanchez Mira, Cagayan	200		
	Brgy. Masisit, Sanchez Mira, Cagayan	200		
	Brgy. Pata West, Claveria, Cagayan	200		
	Brgy. Pingit, Baler, Aurora	200		
	Brgy. Kadayacan, Maria Aurora, Aurora	200		
	Brgy. Calabgan, Casiguran, Aurora	400		

IV. ELIGIBILITY REQUIREMENTS AND POST-QUALIFICATION EVALUATION IF DECLARED AS LOWEST/SINGLE CALCULATED BID

1. Fertilizer

- a. The prospective bidder shall submit a duly notarized CERTIFICATION during the opening of bids from the producer's/manufacturer, stating among others the production capacity of the plant per week.
- b. Likewise, the prospective bidder shall submit a notarized CERTIFICATION stating the specific locations/addresses of his/her warehouse/s, the available stocks per warehouse together with the recent pictures of the warehouse/s with stocks of fertilizers.

2. Sacks

- a. The prospective bidder shall submit one (1) piece sample sack "with label" during the opening of bids which shall be subjected for visual inspection. If the sample sack of the LCB found not complying, the LCB will be given a chance to submit another sample sack with label during the conduct of post qualification. If again the sack submitted was found not complying with the required specifications shall cause the LCB's disqualification. Subsequently, the second LCB shall go through post qualification.
- b. The PCA shall not require the prospective bidders to have available stock of sacks during the conduct of post qualification, but the declared LCB shall not make use of the lack sacks as reason for requesting of extension if they fail to deliver within the specified delivery period.

V. CONTRACT IMPLEMENTATION REQUIREMENTS

A. Pre-Contract Implementation

- a) The supplier shall be required to sign the NTP at the Regional Office (RO) and to attend a briefing and/or orientation that shall be conducted by the RO prior to contract implementation.
- b) Prior to the delivery of fertilizer, the contractor shall be required to submit to the RO a detailed schedule of delivery of fertilizer to the warehouse for inspection before it will be finally delivered to the barangay drop-off points (DOPs).

B. Contract Implementation

- a) The supplier shall supply the total number of fertilizer bags within sixty (60) calendar days to the different barangay DOPs enumerated below.

Lot No.	Drop-off Points (DOPs)	Fertilizer Requirement
		AGSF
	CFP CY 2023	2,000
1	Brgy. Buyun, Sta. Teresita, Cagayan	200
	Brgy. Damang Norte, Camalaniugan, Cagayan	200
	Brgy. Santor, Sanchez Mira, Cagayan	200
	Brgy. Langagan, Sanchez Mira, Cagayan	200
	Brgy. Masisit, Sanchez Mira, Cagayan	200
	Brgy. Pata West, Claveria, Cagayan	200
	Brgy. Pingit, Baler, Aurora	200
	Brgy. Kadayacan, Maria Aurora, Aurora	200
	Brgy. Calabgan, Casiguran, Aurora	400

- b) The Division Chief I/PCDM or his/her authorized representative shall sign the delivery receipt once the complete quantity of the fertilizer stated in the delivery receipt have been received together with the 2% empty sacks with label. While, the Regional Manager shall sign the Sales Invoices once the Division Chief I/PCDM had submitted the completed inspection and delivery reports of fertilizer actually received in the barangay DOPs.
- c) For inspection purposes, the supplier shall provide warehouse for a maximum of three (3) months at the account of the supplier which ceased upon acceptance for the delivery to the designated barangay DOPs.

VI. INSPECTION AND RANDOM SAMPLING BEFORE DELIVERY

1. The PCA and the supplier's representative shall conduct quality control inspection i.e., check bag weights accuracy; conformity to packaging and marking requirements; and, collection of one (1) kilogram samples for laboratory analysis at the warehouses before the delivery of fertilizers to the designated barangay DOPs.
2. The supplier must advise/coordinate with PCA Regional and Provincial Offices on the schedule of the inspection at the designated main warehouses.
3. Authorized representative from PCA and the supplier shall randomly take/collect sample of fertilizer at the warehouse using the sampling plan below:

No. of Sacks	Standard Inspection Sample Size
1 – 50	2
51 – 100	3
101 – 200	4
201 – 350	6
351 – 500	8
501 – 750	10
751 – 1,200	12
1,201 – 2,000	15
2,001 – 3,500	20
3,501 – 5,000	25
Over 5,000	40

4. In the selection of sample bags of fertilizer from the warehouses, the Inspection Team must ensure that all sides of the stock filed fertilizers including the top and inner portion are all represented. Samples shall be checked for bag weights accuracy and conformity to packaging and marking requirements, collection of 1 kg composite sample for laboratory analysis of the delivered fertilizers.
5. The one (1) kg composite sample shall be packed and signed by the authorized representative from the PCA and the supplier, and shall be sent by PCA representative through any expeditious means to the RO to be submitted for laboratory test by PCA laboratory, FPA laboratory or any FPA accredited laboratory to determine compliance with the technical specifications such as the chlorine content and moisture content. All cost and equipment attributed to the conduct of sampling, like labor cost on random weighing and collection of samples, cost of laboratory analysis and courier fee shall be to the account of the supplier.
6. If the collected first sample passed the laboratory test, no subsequent test shall be required. However, if the collected first sample of fertilizers failed the laboratory test, the supplier will be given a chance to submit another sample in accordance with the sampling plan

listed above. If the collected sample passed the laboratory test, another batch of sample shall be submitted by the supplier and again subject for a 3rd laboratory test in order to determine its full compliance.

Conversely, if the collected sample failed the laboratory test for the second time, it shall be totally rejected and all cost attributed to such rejection such as hauling/transport cost, etc., shall be charged to the account of the supplier. All fertilizers found not in compliance or below the standard specifications shall be replaced within ten (10) calendar days upon receipt of the notice by the supplier. The said replacement shall be again subject to quality control inspection.

7. In case of spillage due to worn out sacks, the supplier shall immediately re-bag the fertilizers using the prescribed sacks with markings and with the fertilizer content as required. The sack used in re-bagging shall not be deducted to the 2% extra empty sacks with markings to be provided by the supplier.
8. Sample weighing of fertilizer to determine bag weights accuracy shall be performed first before collection of one (1) kg composite sample. Samples found not in accordance with the required net weight of 50.0 kg per sack shall be replaced but not subject anymore for laboratory test. The number of replacements shall be determined by computing the average weight indicated on the sampling plan listed above. The average weight shall be deducted to the required weight and the difference shall be multiplied to the total number of bags delivered divided by 50 kg. the quotient shall be the number of bags to be delivered as replacement.
9. Upon issuance of acceptance from the Regional Office, the supplier shall take effect the delivery of the fertilizers to the respective barangay DOPs.
10. The period of inspection which start upon receipt of advice from the supplier for the readiness of supply and ceased upon acceptance of the supply for delivery to the designated barangay DOPs by the Regional Manager shall not be included in the 60-day delivery period.
11. Upon delivery to the barangay DOPs, the Division Chief I/PCDM or his/her authorize representative shall sign the delivery receipt (DR) once the complete quantity of fertilizer has been completely delivered at the barangay DOP with the 2% empty sacks with label. The actual date of delivery must be indicated in the DR. The Provincial Office (PO) should secure duplicate or triplicate copy of the DR for submission to the RO together with the accomplished Inspection and Acceptance Report (IAR) and Notice of Delivery (ND) within five (5) working days after the delivery, inspection have been conducted.

Likewise, as required within 24 hours from inspection, the PO shall email the copy of DR and IAR to the Commission on Audit (COA) copy furnish the RO.
12. While, the Regional Manager shall sign the Sales Invoices once the Division Chief I/PCDM had submitted the completed inspection and delivery reports of fertilizer actually delivered at the warehouses.
13. The concerned Division Chief I/Agriculturist must be informed by the Supplier/Supplier's Representative, two (2) days before the actual delivery. Deliveries made during Saturdays, Sundays and Holidays shall not be accepted. Further, deliveries made beyond the regular office hours (8:00 AM – 5:00 PM; Monday to Friday) shall not also be accepted.

VII. TERMS OF PAYMENT

Payment thru progress billing is allowed as long as the required quantity of fertilizer are completely delivered at the designated barangay DOPs, the packaging requirement and laboratory analysis have been properly complied with, and upon submission by the concerned PO of the Inspection and Acceptance Report (IAR); Notices of Delivery (ND); Certificate of Acceptance (CA), Acknowledgment Receipt (AR) and, from the Supplier, the Sales Invoice/Billing Statement with original Delivery Receipts.

Prepared by:

Reviewed By:

(SGD.) PAUL ADRIAN C. BATAS
CS-PDO II/RTS

(SGD.) CHRICEPT T. VILORIA, Ph.D.
Project Development Officer IV

Approved by:

(SGD.) DENNIS D. ANDRES
Regional Manager III

CONFORME:

(Printed Name and Signature of the Authorized Bidder/
Bidder's Representative)

Name of Bidder/Company/Organization

Date

SACK LAYOUT AND LABELLING

FRONT

Company Logo

**LOCALLY PRODUCED
AGRICULTURAL GRADE SALT
FERTILIZER**

**COCONUT FERTILIZATION
PROJECT CY 2023**



Department of Agriculture
PHILIPPINE COCONUT AUTHORITY
Region I, II, III and CAR

Net Content: 50 KG

BACK

USE NO HOOK

NOT FOR SALE

NOT FOR HUMAN CONSUMPTION

Date Manufactured: _____

Expiry Date: _____

Name & Address of Supplier

FPA Registration No.: _____

Bid Form for the Procurement of Goods

[shall be submitted with the Bid]

BID FORM

Date : _____

Project Identification No. : _____

To: PCA Regions I, II, III, and CAR

2nd Floor, Guest house building, PCA Compound,

Elliptical Road, Diliman, Quezon City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address	Amount	Purpose of
of agent	Currency	Commission or gratuity

(if none, state “None”) /

Until a formal Contract is prepared and executed, this Bid, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

We acknowledge that failure to sign each and every page of this Bid Form, including the attached Schedule of Prices, shall be a ground for the rejection of our bid.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

BID SECURING DECLARATION

Project Identification No.: *[Insert number]*

To: *PCA Regions I, II, III, and CAR*
2nd Floor, Guest house building, PCA Compound,
Elliptical Road, Diliman, Quezon City

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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] with office address at [address 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 relation, membership, association, affiliation, or controlling interest 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 examining all of the Bidding Documents;
- b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
- c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
- d. Inquiring or securing 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.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

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

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____ Project ID No. _____ Page ____ of ____

1	2	3	4	5	6	7	8	9	10
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)

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____