



REPUBLIC OF THE PHILIPPINES  
**PRESIDENTIAL COMMUNICATIONS OPERATIONS OFFICE**  
*Tanggapang Pampanguluhan sa Operasyong Pangkomunikasyon*  
 Malacañang, Manila

**BIDS AND AWARDS COMMITTEE – II**

<b>Project:</b> VAN RENTAL FOR REGION XIII BETWEEN THE MONTHS OF JULY TO DECEMBER 2021	<b>Date:</b> 28 JUNE 2021
<b>PR No.:</b> 2021-06-0460	<b>Quotation Number:</b> 2021-06-0155
<b>Approved Budget: for the Contract:</b> TWO HUNDRED SEVENTEEN THOUSAND FIVE HUNDRED PESOS (P 217,500.00)	<b>Mode of Procurement:</b> SMALL VALUE PROCUREMENT

Please quote your lowest price on the item/s listed below and submit filled out quotation duly signed by your representative not later than **02 JULY 2021** at **12:00 NOON** through e-mail via [bac2rfq@gmail.com](mailto:bac2rfq@gmail.com).

**General Conditions:**

1. Suppliers shall submit their quotations using this Prescribed Form. Failure to do so shall be render the quotation unresponsive.
2. Delivery period within **THREE (3) CALENDAR DAYS** from receipt of the Purchase Order Form.
3. Payment will be on a **SEND BILL ARRANGEMENT**; i.e. full payment will be made after the completion of the event or delivery of the service.
4. Warranty shall be for a period of six (6) months for supplies and materials, one (1) year for equipment, from date of acceptance by PCOO.
5. Price validity shall be for a period of sixty (60) calendar days.
6. Price quotations shall be **INCLUSIVE OF ALL COSTS AND APPLICABLE TAXES**.
7. **Suppliers shall submit the following updated documents together with this Request for Quotation Form or submission offer prior to the indicated deadline of submission:**
  - ✓ Mayor's / Business Permit
  - ✓ PhilGEPS Registration Number  
Income/Tax Return
  - ✓ Omnibus Sworn Statement (*Suppliers must use attached PCOO template [Annex "A"]*)  
Professional License/Curriculum Vitae (*for Consulting Services*)
  - ✓ BIR Form 2303 (Certificate of Registration)

**Company Name** : \_\_\_\_\_  
**Address** : \_\_\_\_\_  
**Email** : \_\_\_\_\_ **TIN No** : \_\_\_\_\_  
**Representative** : \_\_\_\_\_ **Contact No.** : \_\_\_\_\_

Item No.	Technical Specifications	Qty.	Unit	Unit Price	Total
	<b>CAPTAIN SEAT VAN</b> <b>PASSENGER VAN</b>  Kindly include the following: -Driver fee -Toll fee (if needed) -Fuel fee -Food (for Driver) -Accommodation (for the Driver, if needed) -Swab fee (if needed)  <b>SEND BILL ARRANGEMENT EVERY AFTER USE</b> <b>BOOKING PERIOD: JULY TO DECEMBER</b>  ****Nothing follows****	15 DAYS 15 DAYS			<b>P</b> _____
	<b>TOTAL AMOUNT</b>				

After having carefully read and accepted your General Conditions, I quote you on the item at prices noted above.

\_\_\_\_\_  
 Printed Name / Signature  
 \_\_\_\_\_  
 Date



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**ANNEX “A”**

**Omnibus Sworn Statement (Revised)**

*[shall be submitted with the quotation]*

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];

*[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];

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



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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]** 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.
9. **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]*