



DEPARTMENT OF PUBLIC WORKS AND HIGHWAYS

CAMARINES SUR 1ST DISTRICT ENGINEERING OFFICE

BIDDING DOCUMENTS FOR

CONTRACT NAME: 25GFD0008 – Supply and Delivery of Electrical Supplies, Common Office Supplies, Customized Binder, Common Office Devices, Tools, Other Supplies/Materials, Common IT Supplies and Peripherals, Janitorial Supplies Medical Supplies and Medical Apparatus for use in Various Sections for 3rd Quarter CY 2024 of DPWH CS 1st, DEO

CONTRACT LOCATION: DPWH Camarines Sur 1st District Engineering Office, Baras, Canaman, Camarines Sur

Date of Opening of Bids: June 10, 2025

Start Date for Issuance of Bidding Documents: May 21, 2025

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Glossary of Acronyms, Terms, and Abbreviations

ABC – Approved Budget for the Contract.

BAC – Bids and Awards Committee.

Bid – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

Bidder – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

Bidding Documents – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

BIR – Bureau of Internal Revenue.

BSP – Bangko Sentral ng Pilipinas.

Consulting Services – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

CDA - Cooperative Development Authority.

Contract – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

CIF – Cost Insurance and Freight.

CIP – Carriage and Insurance Paid.

CPI – Consumer Price Index.

DDP – Refers to the quoted price of the Goods, which means “delivered duty paid.”

DTI – Department of Trade and Industry.

EXW – Ex works.

FCA – “Free Carrier” shipping point.

FOB – “Free on Board” shipping point.

Foreign-funded Procurement or Foreign-Assisted Project– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

Framework Agreement – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

GFI – Government Financial Institution.

GOCC – Government-owned and/or –controlled corporation.

Goods – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

GOP – Government of the Philippines.

GPPB – Government Procurement Policy Board.

INCOTERMS – International Commercial Terms.

Infrastructure Projects – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

LGUs – Local Government Units.

NFCC – Net Financial Contracting Capacity.

NGA – National Government Agency.

PhilGEPS - Philippine Government Electronic Procurement System.

Procurement Project – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

PSA – Philippine Statistics Authority.

SEC – Securities and Exchange Commission.

SLCC – Single Largest Completed Contract.

Supplier – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

UN – United Nations.

Section I. Invitation to Bid

Notes on the Invitation to Bid

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (*e.g.*, the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



INVITATION TO BID FOR

25GFD0008 – Supply and Delivery of Electrical Supplies, Common Office Supplies, Customized Binder, Common Office Devices, Tools, Other Supplies/Materials, Common IT Supplies and Peripherals, Janitorial Supplies Medical Supplies and Medical Apparatus for use in Various Sections for 3rd Quarter CY 2024 of DPWH CS 1st, DEO

1. The *Department of Public Works and Highways Camarines Sur 1st District Engineering Office*, through the **GAA FY 2025** intends to apply the sum of **Two Million Thirty-Four Thousand Four Hundred Seventy-One Pesos only (Php 2,034,471.00)** being the ABC to payments under the contract for **25GFD0008 – Supply and Delivery of Electrical Supplies, Common Office Supplies, Customized Binder, Common Office Devices, Tools, Other Supplies/Materials, Common IT Supplies and Peripherals, Janitorial Supplies Medical Supplies and Medical Apparatus for use in Various Sections for 3rd Quarter CY 2024 of DPWH CS 1st, DEO.** Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. The *Department of Public Works and Highways Camarines Sur 1st District Engineering Office* now invites bids for the above Procurement Project. Delivery of the Goods is required by **60 Calendar Days**. Bidders should have completed, within **Five (5) Years** from the date of submission and receipt of bids, a contract similar to the Project. The description of an eligible bidder is contained in the Bidding Documents, particularly, in Section II (Instructions to Bidders).
3. Bidding will be conducted through open competitive bidding procedures using a non-discretionary "*pass/fail*" criterion as specified in the 2016 revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA No. 5183.
4. Prospective Bidders may obtain further information from *Department of Public Works and Highways Camarines Sur 1st District Engineering Office* and inspect the Bidding Documents at the address given below during **Monday to Friday 8:00 am to 5:00pm.**
5. A complete set of Bidding Documents may be acquired by interested Bidders on **May 21 2025 - June 10, 2025** from the given address and website(s) below and upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines issued by the GPPB, in the amount of **Five Thousand Pesos Only (Php 5,000.00).** The Procuring Entity shall allow the bidder to present its proof of payment for the fees *in person*.
6. The *Department of Public Works and Highways Camarines Sur 1st District Engineering Office* will hold a Pre-Bid Conference on **May 28, 2025** at **DE/ADE's Conference**

Room, DPWH Camarines Sur 1st DEO, Baras, Canaman, Camarines Sur, which shall be open to prospective bidders.

7. Bids must be duly received by the BAC Secretariat through manual submission at the office address indicated below or before **10:00 am of June 10, 2025**. Late bids shall not be accepted.
8. All Bids must be accompanied by a bid security in any of the acceptable forms and in the amount stated in **ITB** Clause 14.
9. Bid opening shall be on **June 10, 2025 at 10:00am** at the given address below. Bids will be opened in the presence of the bidders' representatives who choose to attend the activity.
10. The *Department of Public Works and Highways Camarines Sur 1st District Engineering Office* 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 the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
11. For further information, please refer to:

BAC CHAIRMAN:

*ENRIQUE A. DIONISIO
DPWH Camarines Sur 1st DEO
Baras, Canaman, Camarines Sur
dpwh_camsur1st@yahoo.com
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BAC SECRETARIAT HEAD:

*MARIA LUCIA R. REQUEJO
DPWH Camarines Sur 1st DEO
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(054) 881-1469*

You may visit the following websites:

*For downloading of Bidding Documents:
PhilGEPS Website: (www.philgeps.gov.ph)
DPWH Website: (www.dpwh.gov.ph)*

Approved By:


ENRIQUE A. DIONISIO
BAC Chairman

Section II. Instruction to Bidders

Notes on the Instructions to Bidders

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

1. Scope of Bid

The Procuring Entity, *Department of Public Works and Highways Camarines Sur 1st District Engineering Office* wishes to receive Bids for **Supply and Delivery of Electrical Supplies, Common Office Supplies, Customized Binder, Common Office Devices, Tools, Other Supplies/Materials, Common IT Supplies and Peripherals, Janitorial Supplies Medical Supplies and Medical Apparatus for use in Various Sections for 3rd Quarter CY 2024 of DPWH CS 1st, DEO** with identification number **25GFD0008**.

The Procurement Project (referred to herein as “Project”) is composed of **Two Hundred Twenty (220) items** the details of which are described in Section VII (Technical Specifications).

2. Funding Information

2.1. The GOP through the source of funding as indicated below for ***GAA FY 2025*** in the amount of ***Php 2,034,471.00***.

2.2. The source of funding is:

NGA, the General Appropriations Act or Special Appropriations.

3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex “I” of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. Foreign ownership limited to those allowed under the rules may participate in this Project.

- 5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

For the procurement of Expendable Supplies: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least twenty-five percent (25%) of the ABC.

- 5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

7. Subcontracts

- 7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that:

- a. Subcontracting is not allowed.

8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and at its physical address at **DE/ADE's Conference Room, DPWH Camarines Sur 1st DEO**, as indicated in paragraph 6 of the **IB**.

9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the **IB**, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in **ITB** Clause 5.3 should have been completed within **Five (5) Years** prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the

required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the **IB** shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
 - a. For Goods offered from within the Procuring Entity's country:
 - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);
 - ii. The cost of all customs duties and sales and other taxes already paid or payable;
 - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
 - iv. The price of other (incidental) services, if any, listed in e.
 - b. For Goods offered from abroad:
 - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
 - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated

in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.

13.2. Payment of the contract price shall be made in: **Philippine Pesos**.

14. Bid Security

14.1. The Bidder shall submit a Bid Securing Declaration or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.

14.2. The Bid and bid security shall be valid until *Ninety (90) days* from the date of Bid Opening. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

15. Sealing and Marking of Bids

Each Bidder shall submit one (1) original copy and two (2) duplicate copies of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

16. Deadline for Submission of Bids

16.1. The Bidders shall submit on the specified date and time and either at its physical address or through online submission as indicated in paragraph 7 of the **IB**.

17. Opening and Preliminary Examination of Bids

17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the **IB**. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

18. Domestic Preference

18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

19. Detailed Evaluation and Comparison of Bids

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated “*passed*,” using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.
- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by **ITB** Clause 15 shall be submitted for each lot or item separately.
- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the **BDS** for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.
- 19.4. The Project shall be awarded as follows:

One Project having several items that shall be awarded as one contract.
- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

20. Post-Qualification

- 20.2. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

21. Signing of the Contract

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

Section III. Bid Data Sheet

Notes on the Bid Data Sheet

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.

Bid Data Sheet

ITB Clause	
5.3	For this purpose, contracts similar to the Project shall be: <ul style="list-style-type: none"> a. <i>Supply and Delivery of Various Office Supplies</i> b. completed within Five (5) years prior to the deadline for the submission and receipt of bids.
7.1	<i>Subcontracting is not allowed.</i>
12	No further instructions.
14.1	The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts: <ul style="list-style-type: none"> a. The amount of not less than Php 40,689.42 <i>[two percent (2%) of ABC]</i>, 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 Php 101,723.55 <i>[five percent (5%) of ABC]</i> if bid security is in Surety Bond.
15	Each Bidder shall submit one (1) original copy and two (2) duplicate copies of the first and second components of its Bid.
19.3	<i>N/A</i>
20.2	<i>No further instructions</i>
21.2	<i>No further instructions</i>

Section IV. General Conditions of Contract

Notes on the General Conditions of Contract

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

1. Scope of Contract

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

2. Advance Payment and Terms of Payment

- 2.1. Advance payment of the contract amount is provided under Annex “D” of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the **SCC**.

3. Performance Security

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184

4. Inspection and Tests

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the **SCC, Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

5. Warranty

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.
- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

6. Liability of the Supplier

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

Section V. Special Conditions of Contract

Notes on the Special Conditions of Contract

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

Special Conditions of Contract

GCC Clause	
1	<p>Delivery and Documents –</p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p>“The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>DPWH Camarines Sur 1st DEO.</i></p>
	<p>Packaging –</p> <p>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.</p> <p>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.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier Contract Description Final Destination Gross weight Any special lifting instructions Any special handling instructions</p>

	Any relevant HAZCHEM classifications
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p>Transportation –</p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available, but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p>Intellectual Property Rights –</p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	Partial payment is allowed.
4	<p>The inspections and tests that will be conducted are:</p> <ul style="list-style-type: none"> - <i>Inspection Report</i>

Section VI. Schedule Requirements

Schedule 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	Quantity	Total	Delivered, Weeks/Months
	ELECTRICAL SUPPLIES			Within Sixty (60) calendar days upon receipt of the approved Notice to Proceed
1	Adaptor-Output Voltage: 19V DC, Branded	8	640.00	
2	BATTERY, size AA, Alkaline, 2 pcs/blister Pack, BRANDED	89	7,832.00	
3	BATTERY, size AAA, Alkaline, 2 pcs/blister Pack, Branded	89	9,790.00	
4	Bulb, LED 11 watts -daylight	44	11,000.00	
5	Bulb, LED 30 watts -daylight	4	2,200.00	
6	Cable , Zip Tie 6", 48 pcs. per pack	3	300.00	
7	Cable , Zip Tie 7.6 x 45 mm, 100 pcs. per pack	3	300.00	
8	Cable organizer, spiral wrapping band. 10mm, 3 meters, black	15	2,700.00	
9	DOWN LIGHT 12W LED round light	47	35,250.00	
10	Extension wire,branded 4 gang, 6 meters, branded	4	6,000.00	
11	Plug Male	1	55.00	
12	Outlet, 4 gang	1	150.00	
13	Receptacle	3	165.00	
14	Tape Electrical, 1 inch core, genuine	2	90.00	
15	Surface Utility Box, (Amco Box Outlet)	6	360.00	
16	Electrical Wire, THNN/THWN-2 Stranded No. 12, 150 meters/box	1	4,800.00	
	COMMON OFFICE SUPPLIES			
17	BALLPEN, Black 0.5 Ballpoint, push button smooth ink	10	150.00	
18	BALLPEN, Blue 0.5 Ballpoint, push button smooth ink	10	150.00	
19	BALLPEN, Black 0.5mm 0.5 FO-GelB08 smooth ink	358	3,580.00	
20	BALLPEN, Blue 0.5mm 0.5 FO-GelB08 smooth ink	60	600.00	
21	BALLPEN, Black 0.7 NS 757-RP smooth ink	75	750.00	
22	BALLPEN, Black 0.5mm - AGP13271, gel pen	144	2,592.00	
23	BALLPEN, Blue 0.5mm - AGP13271, gel pen	156	2,808.00	
24	BALLPEN, Green 0.5mm - AGP13271, gel pen	12	216.00	
25	BALLPEN, Black G-Tech C4, 0.4mm	24	1,584.00	
26	BALLPEN, Black G-Tec-c3, 0.3mm	97	6,402.00	
27	BALLPEN, Green G-Tec-c3, 0.3mm	12	792.00	
28	BALLPEN, Black G-Tec-c3, 0.3mm -Refill	36	1,620.00	
29	BINDER RING size 1"	3	96.00	
30	BULLETIN BOARD, Coed 60 x90cm wooden frame, message board photo wall background board	1	1,500.00	
31	CARBON FILM, PE. Blue 216 x 330mm, 100 sheet per box	1	650.00	
32	Chipboard g# 100	20	400.00	
33	Clear Sheet Protector- JC 305 B, International Punching 11 Holes, Legal, 10 pockets/pack	12	1,440.00	
34	Clip, backfold, 32mm, 12pcs per box	110	7,260.00	
35	Clip, Metal Bulldog 76.2mm (3 inches)	3	564.00	
36	CLIP BOARD with cover legal size	6	1,050.00	
37	CORRECTION PEN	6	288.00	
38	CORRECTION TAPE, 12 meters(min), 1 Piece in individual plastic	136	6,120.00	
39	DATA FILE BOX, made with chipboard, with closed ends (Molar File), color royal blue	56	7,840.00	
40	Engineers Field Book	84	11,760.00	
41	ENVELOPE, Mailing, 500 Pieces per box	8	3,600.00	
42	ENVELOPE, DOCUMENTARY, for A4 size document	400	1,320.00	
43	Lever Arch File,76mm x 229mm x 38mm (3" x 9" x 15") royal blue, landscape	50	9,000.00	
44	PHILIPPINE FLAG, Standard Size	12	5,400.00	

45	FOLDER, Long - White (Ordinary)	98	588.00	
46	FOLDER, Brown (Tagboard) - Long	436	2,616.00	
47	FOLDER, Brown (Tagboard) - A4	236	944.00	
48	FOLDER, Pressboard (makapal), w/o tab - Long Size,green	574	12,628.00	
49	FOLDER, Pressboard (makapal), w/o tab - Long Size,blue	272	5,984.00	
50	GLUE, multi-purpose, 130 grams safe non toxic	28	2,100.00	
51	INDEX TAB, self-adhesive, 5 set/box, Clear color	1	60.00	
52	MARKER, Flouescent, M704 4S (luminous blue(12) green(12) orange(22),pink(22)-yellow(40)yellow green (12) BRANDED	120	5,760.00	
53	MARKER, white board, bullet type, black	40	2,000.00	
54	MARKER, white board, bullet type, red	6	300.00	
55	MARKER, permanent, bullet type, black	49	2,695.00	
56	MARKER, permanent, bullet type, blue	8	440.00	
57	MARKER, permanent, bullet type, red	6	330.00	
58	NOTE PAD, stick-on, (1/2"x2"), 100 sheets per pad, 5 pads/pack	58	3,480.00	
59	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	82	2,460.00	
60	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	60	2,970.00	
61	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	24	1,680.00	
62	PAPER FASTENER,Hard Plastic, 70 mm - 50 sets/box	55	2,640.00	
63	PAPER FASTENER,Metal , 70 mm - 81/2mm	14	2,940.00	
64	Paper colored premium, green, 250 sheets/Pack, legal 80 gsm	12	3,600.00	
65	PAPER, Multicopy (COPY) A4, 70gsm	100	22,000.00	
66	PAPER, Multicopy (COPY) A4, 80gsm	546	139,230.00	
67	PAPER, Multicopy(COPY), Legal size, 80gsm	151	41,525.00	
68	PAPER, Multi-Purpose (COPY) A3, 70gsm	10	6,200.00	
69	PAPER, Multi-Purpose (COPY) A3, 80gsm	82	61,500.00	
70	PAPER, Multicopy (COPY), Short size, 80gsm	34	8,160.00	
71	PAPER SPECIAL, A4, 10 sheets/Pack	12	720.00	
72	PAPER STICKER, A4, glossy 10 sheets/Pack	18	1,620.00	
73	PAPER STICKER, A4, Matte, 10 sheets/Pack	12	1,080.00	
74	PAPER STICKER, A4, Matte, 20 sheets/Pack	6	1,080.00	
75	PHOTOPAPER, A4 200g/m (Matte) High Quality (20's/Pack)	68	8,840.00	
76	PHOTOPAPER, A4 200g/m (Glossy) High Quality (20's/Pack)	24	3,120.00	
77	PUSH PIN, flat head type, assorted colors, 50 pcs./pack	3	135.00	
78	RECORD BOOK, 300 pages, royal blue	42	3,780.00	
79	RECORD BOOK, 500 pages royal blue	30	3,900.00	
80	RECORD BOOK,Official 8.5"x 11"	24	3,840.00	
81	RULER, Plastic 12" heavy duty, branded	8	396.00	
82	RULER, Metal 18" heavy duty, branded	6	600.00	
83	RULER, Aluminum 16" heavy duty, branded	4	600.00	
84	SIGN PEN, black 0.5mm, BLN25-A, Needle Tip,blue casing	243	30,375.00	
85	SIGN PEN, blue 0.5mm, BLN25-A, Needle Tip,blue casing	182	22,750.00	
86	SIGN PEN, red 0.5mm, BLN25-A, Needle Tip,blue casing	12	1,500.00	
87	SIGN PEN, black 0.5mm,my gel, Needle point	48	1,440.00	
88	SIGN PEN, green 0.5mm,my gel, Needle point	14	420.00	
89	SIGN PEN, Blue Hi-Tecpoint V10 Grip 0.7 Roller Ball Point	108	11,880.00	
90	STAMP PAD INK, violet, 50mL	24	1,080.00	
91	STAMP PAD FELT, Bed Dimension 60x100mm min	6	528.00	
92	STAPLE WIRE, Standard 26/6 (#35)	48	2,880.00	
93	STENO NOTEBOOK, sketch book A5 doted	6	540.00	
94	TAPE, Double Sided 1"	52	4,160.00	
95	TAPE, Double Sided 1/2"	18	540.00	
96	TAPE, Double Sided 48mm x 5m	6	660.00	
97	TAPE, Double Sided with foam 24mm x 5m	18	5,130.00	
98	TAPE, masking, 24mm, 50 meters length	30	1,950.00	
99	TAPE, packaging, 48mm, 50 meters length	66	6,270.00	
100	TAPE, transparent, 12mm, 1 core, 50 meters	30	450.00	

101	TAPE, transparent, 24mm, 50 meters	32	1,760.00	
	CUSTOMIZED BINDER			
102	Customized Binder, hard bound with logo , royal blue, Legal Size	524	183,400.00	
	COMMON OFFICE DEVICES			
103	CALCULATOR, ms-120ms 2 way power-14digits,branded	7	7,700.00	
104	Calculator Scientific F-7895GA, branded	1	2,500.00	
105	Calculator Scientific fx-991ES plus, branded	12	25,200.00	
106	CUTTING MAT/BOARD A3 Size	1	500.00	
107	NUMBERING MACHINE, Automatic 10 digits	2	1,980.00	
108	PUNCHER, Paper heavy duty with two hole guide, 1 Piece individual box	18	4,500.00	
109	STAPLER with wire remover, heavy duty branded	5	1,900.00	
110	STAPLER, standard type load cap 200 staples min branded	27	10,260.00	
111	OTHER SUPPLIES AND MATERIALS	6	510.00	
112	TAPE DISPENSER, Big	1	180.00	
	TOOLS			
113	PLIERS - Flat nose, size 6"	1	450.00	
114	SCREW DRIVER, Philips,PH1 Tip, 150mm blade	1	650.00	
115	METER TAPE 8m/26"	11	6,600.00	
116	METER TAPE 15m/50'	4	3,120.00	
117	METER TAPE 30m/100'	4	5,200.00	
118	METER TAPE 60m/200'	4	12,000.00	
119	METER TAPE 50m/165'	4	10,000.00	
120	WHEEL METER 6", walking measure	6	21,000.00	
	OTHER SUPPLIES AND MATERIALS			
121	Paint Brush 1 "	8	280.00	
122	Paint Brush 2 "	8	384.00	
123	Paint Brush 3 "	6	480.00	
124	Paint Brush 4"	8	800.00	
125	Paint, Roller 4"	6	720.00	
126	Paint, Roller 5"	6	810.00	
127	Paint, Roller 6"	6	888.00	
128	DOORKNOB, Heavy Duty	10	6,000.00	
129	Emergency Led light, Automatic, Branded	3	9,000.00	
130	FLASHLIGHT, Rechargeable, led Torch light heavy duty, (FEL556) branded	5	7,500.00	
131	LAVATORY FAUCET	6	2,400.00	
132	ROPE, nylon plastic straw	2	170.00	
133	Sealant, waterproof, 1000g	6	1,320.00	
134	STORAGE BOX , high impact resistance box, 70L. L 63 x w 43.5 x H 38.5	24	21,600.00	
135	WOVEN TRAY, Multi-purpose L 13.75 x w 10.25 x H 4 inches	4	1,200.00	
136	UMBRELLA Big, Heavy Duty	12	7,200.00	
137	WD 40 Multi-Purpose , anti-rust Lubricant 12.9 oz/382ml	6	1,680.00	
138	Whetstone Double Sided Sharpener	1	350.00	
	COMMON IT SUPPLIES and PERIPHERALS			
139	ADAPTER, Gigabit Ethernet LAN	1	1,500.00	
140	CD RW with plastic case	39	2,145.00	
141	EXTERNAL HARD DRIVE, 2TB 2.5" HDD, USB 3.0, branded	3	19,500.00	
142	EXTERNAL SSD, 1TB, Extreme Portable SSD up to 1050MB/s. USB-C. USB 3.2 Gen. 2. 1P65 water and dust resistance, updated firmware-external solid state drive- SDSSDE61-1T00-G25	3	22,500.00	
143	EXTERNAL OPTICAL DRIVE, DVD RW , Branded	1	3,000.00	
144	FLASH DRIVE, dual drive, OTG- 32 GB, high speed Type C 3.0, branded	2	1,600.00	
145	FLASH DRIVE, 32GB, USB 2.0, plug and play, branded	15	6,750.00	
146	FLASH DRIVE, 64GB, metal USB 2.0, plug and play, branded	27	17,550.00	
147	KEYBOARD, USB type, branded	20	13,000.00	
148	KEYBOARD, wireless, branded	2	1,500.00	
149	MONITOR, 24" , 144 Hz -165Hz, 1080 pixel or higher, Branded	4	40,000.00	
150	MOUSE PAD, Durable	8	1,200.00	

151	MOUSE, wireless, branded	9	5,400.00	
152	MOUSE, usb connection type, branded	18	8,100.00	
153	USB Extension cord cable, male to female data sync, 5 meters	1	200.00	
154	INK CART, EPSON 001, Black 127ml	3	1,890.00	
155	INK CART, EPSON 001, Cyan 70ml	2	740.00	
156	INK CART, EPSON 001,Magenta 70ml	2	740.00	
157	INK CART, EPSON 001, Yellow 70ml	2	740.00	
158	INK CART, EPSON C13T05B100-Black (B)	4	112,400.00	
159	INK CART, EPSON C13T05B200-Cyan (C)	2	44,000.00	
160	INK CART, EPSON C13T05B300-Magenta(M)	2	44,000.00	
161	INK CART, EPSON C13T05B400-Yellow (Y)	2	44,000.00	
162	INK CART, EPSON 001, Black 127ml	3	1,890.00	
163	INK CART, EPSON 001, Cyan 70ml	2	740.00	
164	INK CART, EPSON 001,Magenta 70ml	2	740.00	
165	INK CART, EPSON 001, Yellow 70ml	2	740.00	
166	INK CART, EPSON C13T05B100-Black (B)	4	112,400.00	
167	INK CART, EPSON C13T05B200-Cyan (C)	3	66,000.00	
168	INK CART, EPSON C13T05B300-Magenta(M)	3	66,000.00	
169	INK CART, EPSON C13T05B400-Yellow (Y)	3	66,000.00	
	JANITORIAL SUPPLIES			
170	AIR FRESHENER, 180mL/150g min. in plaster jar, scented Gel (floral perfection/lemon, romantic rose lavender) branded	68	11,968.00	
171	AIR FRESHENER, little tress, black ice branded	12	1,080.00	
172	All purpose CLEANER-Classic TOILET BOWL AND URINAL, (anti microbial)1000ml,branded	64	15,488.00	
173	ALCOHOL, 70%, ethyl , 1 gallon, branded	48	31,200.00	
174	ALCOHOL, 70%, isopropyl, 1 gallon, branded	18	11,700.00	
175	BROOM, Soft (walis tambo)	12	2,640.00	
176	BROOM, Stick (walis tingting)	8	320.00	
177	CR Brush with short handle	10	850.00	
178	DIPPER, Standard Size	11	1,100.00	
179	DETERGENT POWDER, all purpose, 1kilo/Pouch, branded	88	11,880.00	
180	DISHWASING LIQUID, 250ml Kalamansi scent branded	21	2,205.00	
181	DISHWASING LIQUID, 1 ltr. Kalamansi scent branded	6	1,200.00	
182	DISHWASING LIQUID, kalamansi (12), lemon(27), 1 gallon branded	38	10,640.00	
183	DISINFECTANT SPRAY, ORANGE (citrus meadow) , RED (crisp berry)scent 400-550 grams branded	82	56,580.00	
184	DOOR MAT, Cloth, microfiber (anti-slip)	78	7,800.00	
185	DOOR MAT, Rubber (anti slip)	30	4,500.00	
186	DUSPAN,non rigid, Plastic	7	525.00	
187	Duster, microfiber. Anti static	5	500.00	
188	Flannel Cloth for cleaning 12" x 18" pranela)	24	432.00	
189	Floor Wax, Red waterproof, Branded	5	1,250.00	
190	FURNITURE CLEANER, aerosol type, 330ml branded	21	7,350.00	
191	Glass and Multi Purpose Cleaner, lemon 500ml branded	15	6,750.00	
192	MOP WRINGLER/BUCKET heavy duty, hard plastic. Color yellow	2	6,000.00	
193	MOP SPIN with squeezer, Heavy duty hard plastic, durable with free 5pcs. mop cloth	3	4,500.00	
194	MOP HANDLE, Screw type, aluminum handle	2	500.00	
195	MOP HEAD, made of rayon	4	460.00	
196	PAIL, Plastic (4 Gallons) Durable	6	1,320.00	
197	SPONGE MOP Telescopic	5	1,400.00	
198	MURIATIC ACID 500ml	12	1,080.00	
199	RAGS, all cotton, 32 Pieces per Bundle	33	3,960.00	
200	RUG, Chamois with canister	6	1,500.00	
201	SOAP, BATHROOM, 125 grams, 1 Piece in individual box Pure Care Scent, branded	76	3,648.00	
202	Liquid Hand Soap/Cream, Goat milk scent, lavender scent 500ml, branded	64	9,600.00	
203	Liquid Sosa, Liquid drain cleaner 500 ml	15	1,800.00	

204	Scouring pad with foam(Scrub Sponge) 100mm x 75mm x 30mm, branded	71	3,550.00	
205	TOILET DEODORANT CAKE, deodorizer/moth proofer 50gms, sampaquita/lemon scented	158	7,900.00	
206	Toilet Pump, Drain buster High Pressure Plunger- heavy duty, branded	2	300.00	
207	TOILET TISSUE, 12 Rolls per Pack, 2 ply, branded	185	46,250.00	
208	TRASHBAG, Black, 10pcs./Roll	53	5,830.00	
209	TRASHBAG, Transparent, 10pcs./Roll	8	880.00	
210	Tile Cleaner,bleaching liquid 1 galloon, branded	39	10,920.00	
	MEDICAL SUPPLIES			
211	Antiseptic plastic strips 100pcs/box	44	7,920.00	
212	Guaifenesin, DM, Expectorant 200mg softgel capsule	100	1,500.00	
213	IBUPROFEN 200MG Soft Gel Capsule	590	8,260.00	
214	Loperamide Hydrochloride 2mg	130	1,170.00	
215	Mefenamic Acid 250 mg	60	1,020.00	
216	Paracetamol 500 MG TAB, branded	690	6,900.00	
217	Phenylephrine HCl, Chlorphenamine maleate and paracetamol, Caplet, Branded	630	6,930.00	
218	Povidone Iodine, 120ml	8	3,600.00	
219	Surgical Tape, tan colored zinc oxide tape, waterproof and dirt repellent, color brown 2" x 10m	4	1,800.00	
	MEDICAL APPARATUS			
220	Blood Pressure Monitor, Digital EM-7121 carry case branded	2	8,600.00	
		Php	2,034,471.00	

(Signature Over Printed Name of
Authorized Representative)

(Designation)

(Name of Bidder)

Section VII. Technical Specifications

Notes for Preparing the Technical Specifications

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (*e.g.* production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

Sample Clause: Equivalency of Standards and Codes

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words “*or at least equivalent.*” References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

Technical Proposal

Item	Specification	Statement of Compliance
	ELECTRICAL SUPPLIES	<p>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. <i>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.</i> A statement either in the Bidders 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.</p> <p><i>(Technical Specifications, which may include 1. Brochures/ Catalogues/ Flyers, 2. Production Delivery Schedule, 3. Manpower Requirements, 4. And/or After-sales/Parts Warranty)</i></p>
1	Adaptor-Output Voltage: 19V DC, Branded	
2	BATTERY, size AA, Alkaline, 2 pcs/blister Pack, BRANDED	
3	BATTERY, size AAA, Alkaline, 2 pcs/blister Pack, Branded	
4	Bulb, LED 11 watts -daylight	
5	Bulb, LED 30 watts -daylight	
6	Cable , Zip Tie 6", 48 pcs. per pack	
7	Cable , Zip Tie 7.6 x 45 mm, 100 pcs. per pack	
8	Cable organizer, spiral wrapping band. 10mm, 3 meters, black	
9	DOWN LIGHT 12W LED round light	
10	Extension wire,branded 4 gang, 6 meters, branded	
11	Plug Male	
12	Outlet, 4 gang	
13	Receptacle	
14	Tape Electrical, 1 inch core, genuine	
15	Surface Utility Box, (Amco Box Outlet)	
16	Electrical Wire, THNN/THWN-2 Stranded No. 12, 150 meters/box	
	COMMON OFFICE SUPPLIES	
17	BALLPEN, Black 0.5 Ballpoint, push button smooth ink	
18	BALLPEN, Blue 0.5 Ballpoint, push button smooth ink	
19	BALLPEN, Black 0.5mm 0.5 FO-GelB08 smooth ink	
20	BALLPEN, Blue 0.5mm 0.5 FO-GelB08 smooth ink	
21	BALLPEN, Black 0.7 NS 757-RP smooth ink	
22	BALLPEN, Black 0.5mm - AGP13271, gel pen	
23	BALLPEN, Blue 0.5mm - AGP13271, gel pen	
24	BALLPEN, Green 0.5mm - AGP13271, gel pen	
25	BALLPEN, Black G-Tech C4, 0.4mm	
26	BALLPEN, Black G-Tec-c3, 0.3mm	
27	BALLPEN, Green G-Tec-c3, 0.3mm	
28	BALLPEN, Black G-Tec-c3, 0.3mm -Refill	
29	BINDER RING size 1"	
30	BULLETIN BOARD, Coed 60 x90cm wooden frame, message board photo wall background board	
31	CARBON FILM, PE. Blue 216 x 330mm, 100 sheet per box	
32	Chipboard g# 100	
33	Clear Sheet Protector- JC 305 B, International Punching 11 Holes, Legal, 10 pockets/pack	
34	Clip, backfold, 32mm, 12pcs per box	
35	Clip, Metal Bulldog 76.2mm (3 inches)	
36	CLIP BOARD with cover legal size	
37	CORRECTION PEN	
38	CORRECTION TAPE, 12 meters(min), 1 Piece in individual plastic	
39	DATA FILE BOX, made with chipboard, with closed ends (Molar File), color royal blue	
40	Engineers Field Book	
41	ENVELOPE, Mailing, 500 Pieces per box	
42	ENVELOPE, DOCUMENTARY, for A4 size document	
43	Lever Arch File,76mm x 229mm x 38mm (3" x 9" x 15") royal blue, landscape	
44	PHILIPPINE FLAG, Standard Size	
45	FOLDER, Long - White (Ordinary)	
46	FOLDER, Brown (Tagboard) - Long	
47	FOLDER, Brown (Tagboard) - A4	
48	FOLDER, Pressboard (makapal), w/o tab - Long Size,green	

49	FOLDER, Pressboard (makapal), w/o tab - Long Size,blue
50	GLUE, multi-purpose, 130 grams safe non toxic
51	INDEX TAB, self-adhesive, 5 set/box, Clear color
52	MARKER, Flouescent, M704 4S (luminous blue(12) green(12) orange(22),pink(22)-yellow(40)yellow green (12) BRANDED
53	MARKER, white board, bullet type, black
54	MARKER, white board, bullet type, red
55	MARKER, permanent, bullet type, black
56	MARKER, permanent, bullet type, blue
57	MARKER, permanent, bullet type, red
58	NOTE PAD, stick-on, (1/2"x2"), 100 sheets per pad, 5 pads/pack
59	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad
60	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad
61	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad
62	PAPER FASTENER,Hard Plastic, 70 mm - 50 sets/box
63	PAPER FASTENER,Metal , 70 mm - 81/2mm
64	Paper colored premium, green, 250 sheets/Pack, legal 80 gsm
65	PAPER, Multicopy (COPY) A4, 70gsm
66	PAPER, Multicopy (COPY) A4, 80gsm
67	PAPER, Multicopy(COPY), Legal size, 80gsm
68	PAPER, Multi-Purpose (COPY) A3, 70gsm
69	PAPER, Multi-Purpose (COPY) A3, 80gsm
70	PAPER, Multicopy (COPY), Short size, 80gsm
71	PAPER SPECIAL, A4, 10 sheets/Pack
72	PAPER STICKER, A4, glossy 10 sheets/Pack
73	PAPER STICKER, A4, Matte, 10 sheets/Pack
74	PAPER STICKER, A4, Matte, 20 sheets/Pack
75	PHOTOPAPER, A4 200g/m (Matte) High Quality (20's/Pack)
76	PHOTOPAPER, A4 200g/m (Glossy) High Quality (20's/Pack)
77	PUSH PIN, flat head type, assorted colors, 50 pcs./pack
78	RECORD BOOK, 300 pages, royal blue
79	RECORD BOOK, 500 pages royal blue
80	RECORD BOOK,Official 8.5"x 11"
81	RULER, Plastic 12" heavy duty, branded
82	RULER, Metal 18" heavy duty, branded
83	RULER, Aluminum 16" heavy duty, branded
84	SIGN PEN, black 0.5mm, BLN25-A, Needle Tip,blue casing
85	SIGN PEN, blue 0.5mm, BLN25-A, Needle Tip,blue casing
86	SIGN PEN, red 0.5mm, BLN25-A, Needle Tip,blue casing
87	SIGN PEN, black 0.5mm,my gel, Needle point
88	SIGN PEN, green 0.5mm,my gel, Needle point
89	SIGN PEN, Blue Hi-Tecpoint V10 Grip 0.7 Roller Ball Point
90	STAMP PAD INK, violet, 50mL
91	STAMP PAD FELT, Bed Dimension 60x100mm min
92	STAPLE WIRE, Standard 26/6 (#35)
93	STENO NOTEBOOK, sketch book A5 doted
94	TAPE, Double Sided 1"
95	TAPE, Double Sided 1/2"
96	TAPE, Double Sided 48mm x 5m
97	TAPE, Double Sided with foam 24mm x 5m
98	TAPE, masking, 24mm, 50 meters length
99	TAPE, packaging, 48mm, 50 meters length
100	TAPE, transparent, 12mm, 1 core, 50 meters
101	TAPE, transparent, 24mm, 50 meters
	CUSTOMIZED BINDER
102	Customized Binder, hard bound with logo , royal blue, Legal Size
	COMMON OFFICE DEVICES
103	CALCULATOR, ms-120ms 2 way power-14digits,branded
104	Calculator Scientific F-7895GA, branded
105	Calculator Scientific fx-991ES plus, branded

106	CUTTING MAT/BOARD A3 Size	
107	NUMBERING MACHINE, Automatic 10 digits	
108	PUNCHER, Paper heavy duty with two hole guide, 1 Piece individual box	
109	STAPLER with wire remover, heavy duty branded	
110	STAPLER, standard type load cap 200 staples min branded	
111	OTHER SUPPLIES AND MATERIALS	
112	TAPE DISPENSER, Big	
	TOOLS	
113	PLIERS - Flat nose, size 6"	
114	SCREW DRIVER, Philips,PH1 Tip, 150mm blade	
115	METER TAPE 8m/26"	
116	METER TAPE 15m/50'	
117	METER TAPE 30m/100'	
118	METER TAPE 60m/200'	
119	METER TAPE 50m/165'	
120	WHEEL METER 6", walking measure	
	OTHER SUPPLIES AND MATERIALS	
121	Paint Brush 1 "	
122	Paint Brush 2 "	
123	Paint Brush 3 "	
124	Paint Brush 4"	
125	Paint, Roller 4"	
126	Paint, Roller 5"	
127	Paint, Roller 6"	
128	DOORKNOB, Heavy Duty	
129	Emergency Led light, Automatic, Branded	
130	FLASHLIGHT, Rechargeable, led Torch light heavy duty, (FEL556) branded	
131	LAVATORY FAUCET	
132	ROPE, nylon plastic straw	
133	Sealant, waterproof, 1000g	
134	STORAGE BOX , high impact resistance box, 70L. L 63 x w 43.5 x H 38.5	
135	WOVEN TRAY, Multi-purpose L 13.75 x w 10.25 x H 4 inches	
136	UMBRELLA Big, Heavy Duty	
137	WD 40 Multi-Purpose , anti-rust Lubricant 12.9 oz/382ml	
138	Whetstone Double Sided Sharpener	
	COMMON IT SUPPLIES and PERIPHERALS	
139	ADAPTER, Gigabit Ethernet LAN	
140	CD RW with plastic case	
141	EXTERNAL HARD DRIVE, 2TB 2.5" HDD, USB 3.0, branded	
142	EXTERNAL SSD, 1TB, Extreme Portable SSD up to 1050MB/s. USB-C. USB 3.2 Gen. 2. 1P65 water and dust resistance, updated firmware-external solid state drive- SDSSDE61-1T00-G25	
143	EXTERNAL OPTICAL DRIVE, DVD RW , Branded	
144	FLASH DRIVE, dual drive, OTG- 32 GB, high speed Type C 3.0, branded	
145	FLASH DRIVE, 32GB, USB 2.0, plug and play, branded	
146	FLASH DRIVE, 64GB, metal USB 2.0, plug and play, branded	
147	KEYBOARD, USB type, branded	
148	KEYBOARD, wireless, branded	
149	MONITOR, 24" , 144 Hz -165Hz, 1080 pixel or higher, Branded	
150	MOUSE PAD, Durable	
151	MOUSE, wireless, branded	
152	MOUSE, usb connection type, branded	
153	USB Extension cord cable, male to female data sync, 5 meters	
154	INK CART, EPSON 001, Black 127ml	
155	INK CART, EPSON 001, Cyan 70ml	
156	INK CART, EPSON 001,Magenta 70ml	
157	INK CART, EPSON 001, Yellow 70ml	

158	INK CART, EPSON C13T05B100-Black (B)	
159	INK CART, EPSON C13T05B200-Cyan (C)	
160	INK CART, EPSON C13T05B300-Magenta(M)	
161	INK CART, EPSON C13T05B400-Yellow (Y)	
162	INK CART, EPSON 001, Black 127ml	
163	INK CART, EPSON 001, Cyan 70ml	
164	INK CART, EPSON 001,Magenta 70ml	
165	INK CART, EPSON 001, Yellow 70ml	
166	INK CART, EPSON C13T05B100-Black (B)	
167	INK CART, EPSON C13T05B200-Cyan (C)	
168	INK CART, EPSON C13T05B300-Magenta(M)	
169	INK CART, EPSON C13T05B400-Yellow (Y)	
	JANITORIAL SUPPLIES	
170	AIR FRESHENER, 180mL/150g min. in plaster jar, scented Gel (floral perfection/lemon, romantic rose lavender) branded	
171	AIR FRESHENER, little tress, black ice branded	
172	All purpose CLEANER-Classic TOILET BOWL AND URINAL, (anti microbial)1000ml,branded	
173	ALCOHOL, 70%, ethyl , 1 gallon, branded	
174	ALCOHOL, 70%, isopropyl, 1 gallon, branded	
175	BROOM, Soft (walis tambo)	
176	BROOM, Stick (walis tingting)	
177	CR Brush with short handle	
178	DIPPER, Standard Size	
179	DETERGENT POWDER, all purpose, 1kilo/Pouch, branded	
180	DISHWASING LIQUID, 250ml Kalamansi scent branded	
181	DISHWASING LIQUID, 1 ltr. Kalamansi scent branded	
182	DISHWASING LIQUID, kalamansi (12), lemon(27), 1 gallon branded	
183	DISINFECTANT SPRAY, ORANGE (citrus meadow) , RED (crisp berry)scent 400-550 grams branded	
184	DOOR MAT, Cloth, microfiber (anti-slip)	
185	DOOR MAT, Rubber (anti slip)	
186	DUSPAN,non rigid, Plastic	
187	Duster, microfiber. Anti static	
188	Flannel Cloth for cleaning 12" x 18" pranela)	
189	Floor Wax, Red waterproof, Branded	
190	FURNITURE CLEANER, aerosol type, 330ml branded	
191	Glass and Multi Purpose Cleaner, lemon 500ml branded	
192	MOP WRINGLER/BUCKET heavy duty, hard plastic. Color yellow	
193	MOP SPIN with squeezer, Heavy duty hard plastic, durable with free 5pcs. mop cloth	
194	MOP HANDLE, Screw type, aluminum handle	
195	MOP HEAD, made of rayon	
196	PAIL, Plastic (4 Gallons) Durable	
197	SPONGE MOP Telescopic	
198	MURIATIC ACID 500ml	
199	RAGS, all cotton, 32 Pieces per Bundle	
200	RUG, Chamois with canister	
201	SOAP, BATHROOM, 125 grams, 1 Piece in individual box Pure Care Scent, branded	
202	Liquid Hand Soap/Cream, Goat milk scent, lavender scent 500ml, branded	
203	Liquid Sosa, Liquid drain cleaner 500 ml	
204	Scouring pad with foam(Scrub Sponge) 100mm x 75mm x 30mm, branded	
205	TOILET DEODORANT CAKE, deodorizer/moth proofer 50gms, sampaquita/lemon scented	
206	Toilet Pump, Drain buster High Pressure Plunger- heavy duty, branded	
207	TOILET TISSUE, 12 Rolls per Pack, 2 ply, branded	
208	TRASHBAG, Black, 10pcs./Roll	

209	TRASHBAG, Transparent, 10pcs./Roll	
210	Tile Cleaner,bleaching liquid 1 galloon, branded	
	MEDICAL SUPPLIES	
211	Antiseptic plastic strips 100pcs/box	
212	Guaifenesin, DM, Expectorant 200mg softgel capsule	
213	IBUPROFEN 200MG Soft Gel Capsule	
214	Loperamide Hydrochloride 2mg	
215	Mefenamic Acid 250 mg	
216	Paracetamol 500 MG TAB, branded	
217	Phenylephrine HCl, Chlorphenamine	
	maleate and paracetamol, Caplet, Branded	
218	Povidone Iodine, 120ml	
219	Surgical Tape, tan colored zinc oxide tape, waterproof and dirt repellent, color brown 2" x 10m	
	MEDICAL APPARATUS	
220	Blood Pressure Monitor, Digital EM-7121 carry case branded	

(Signature Over Printed Name of
Authorized Representative)

(Designation)

(Name of Bidder)

Section VIII. Bidding Forms

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BID FORM

Date : _____
Project Identification No. : _____

To: *[name and address of Procuring Entity]*

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 and
Purpose 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: _____

For Goods Offered From Within the Philippines

Name of Bidder _____
 Invitation to Bid Number 25GFD0008

1	2	3	4	5	6	7	8	9	10
Item No	Description	Country of Origin	Qty	Unit price EXW per item	Cost of local labor, raw material and component	Total price EXW per item (cols 4 x 5)	Unit Prices per item final destination and unit price of other incidental services	Sales and Taxes payable per item if Contract is Awarded	Total price delivered Final Destination (col 8 + 9) x 4
	ELECTRICAL SUPPLIES								
1	Adaptor-Output Voltage: 19V DC, Branded								
2	BATTERY, size AA, Alkaline, 2 pcs/blister Pack, BRANDED								
3	BATTERY, size AAA, Alkaline, 2 pcs/blister Pack, Branded								
4	Bulb, LED 11 watts -daylight								
5	Bulb, LED 30 watts -daylight								
6	Cable , Zip Tie 6", 48 pcs. per pack								
7	Cable , Zip Tie 7.6 x 45 mm, 100 pcs. per pack								
8	Cable organizer, spiral wrapping band. 10mm, 3 meters, black								
9	DOWN LIGHT 12W LED round light								
10	Extension wire,branded 4 gang, 6 meters, branded								
11	Plug Male								
12	Outlet, 4 gang								
13	Receptacle								
14	Tape Electrical, 1 inch core, genuine								
15	Surface Utility Box, (Amco Box Outlet)								
16	Electrical Wire, THNN/THWN-2 Stranded No. 12, 150 meters/box								
	COMMON OFFICE SUPPLIES								
17	BALLPEN, Black 0.5 Ballpoint, push button smooth ink								
18	BALLPEN, Blue 0.5 Ballpoint, push button smooth ink								
19	BALLPEN, Black 0.5mm 0.5 FO-GelBo8 smooth ink								
20	BALLPEN, Blue 0.5mm 0.5 FO-GelBo8 smooth ink								
21	BALLPEN, Black 0.7 NS 757-RP smooth ink								
22	BALLPEN, Black 0.5mm - AGP13271, gel pen								
23	BALLPEN, Blue 0.5mm - AGP13271, gel pen								

24	BALLPEN, Green 0.5mm - AGP13271, gel pen								
25	BALLPEN, Black G-Tech C4, 0.4mm								
26	BALLPEN, Black G-Tec-c3, 0.3mm								
27	BALLPEN, Green G-Tec-c3, 0.3mm								
28	BALLPEN, Black G-Tec-c3, 0.3mm -Refill								
29	BINDER RING size 1"								
30	BULLETIN BOARD, Coed 60 x90cm wooden frame, message board photo wall background board								
31	CARBON FILM, PE. Blue 216 x 330mm, 100 sheet per box								
32	Chipboard g# 100								
33	Clear Sheet Protector- JC 305 B, International Punching 11 Holes, Legal, 10 pockets/pack								
34	Clip, backfold, 32mm, 12pcs per box								
35	Clip, Metal Bulldog 76.2mm (3 inches)								
36	CLIP BOARD with cover legal size								
37	CORRECTION PEN								
38	CORRECTION TAPE, 12 meters(min), 1 Piece in individual plastic								
39	DATA FILE BOX, made with chipboard, with closed ends (Molar File), color royal blue								
40	Engineers Field Book								
41	ENVELOPE, Mailing, 500 Pieces per box								
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43	Lever Arch File,76mm x 229mm x 38mm (3" x 9" x 15") royal blue, landscape								
44	PHILIPPINE FLAG, Standard Size								
45	FOLDER, Long - White (Ordinary)								
46	FOLDER, Brown (Tagboard) - Long								
47	FOLDER, Brown (Tagboard) - A4								
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49	FOLDER, Pressboard (makapal), w/o tab - Long Size,blue								
50	GLUE, multi-purpose, 130 grams safe non toxic								
51	INDEX TAB, self-adhesive, 5 set/box, Clear color								
52	MARKER, Flouescent, M704 4S (luminous blue(12) green(12) orange(22),pink(22)-yellow(40)yellow green (12) BRANDED								
53	MARKER, white board, bullet type, black								

54	MARKER, white board, bullet type, red								
55	MARKER, permanent, bullet type, black								
56	MARKER, permanent, bullet type, blue								
57	MARKER, permanent, bullet type, red								
58	NOTE PAD, stick-on, (1/2"x2"), 100 sheets per pad, 5 pads/pack								
59	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad								
60	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad								
61	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad								
62	PAPER FASTENER,Hard Plastic, 70 mm - 50 sets/box								
63	PAPER FASTENER,Metal , 70 mm - 81/2mm								
64	Paper colored premium, green, 250 sheets/Pack, legal 80 gsm								
65	PAPER, Multicopy (COPY) A4, 70gsm								
66	PAPER, Multicopy (COPY) A4, 80gsm								
67	PAPER, Multicopy(COPY), Legal size, 80gsm								
68	PAPER, Multi-Purpose (COPY) A3, 70gsm								
69	PAPER, Multi-Purpose (COPY) A3, 80gsm								
70	PAPER, Multicopy (COPY), Short size, 80gsm								
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72	PAPER STICKER, A4, glossy 10 sheets/Pack								
73	PAPER STICKER, A4, Matte, 10 sheets/Pack								
74	PAPER STICKER, A4, Matte, 20 sheets/Pack								
75	PHOTOPAPER, A4 200g/m (Matte) High Quality (20's/Pack)								
76	PHOTOPAPER, A4 200g/m (Glossy) High Quality (20's/Pack)								
77	PUSH PIN, flat head type, assorted colors, 50 pcs./pack								
78	RECORD BOOK, 300 pages, royal blue								
79	RECORD BOOK, 500 pages royal blue								
80	RECORD BOOK,Official 8.5"x 11"								
81	RULER, Plastic 12" heavy duty, branded								
82	RULER, Metal 18" heavy duty, branded								
83	RULER, Aluminum 16" heavy duty, branded								
84	SIGN PEN, black 0.5mm, BLN25-A, Needle Tip,blue casing								

85	SIGN PEN, blue 0.5mm, BLN25-A, Needle Tip,blue casing								
86	SIGN PEN, red 0.5mm, BLN25-A, Needle Tip,blue casing								
87	SIGN PEN, black 0.5mm,my gel, Needle point								
88	SIGN PEN, green 0.5mm,my gel, Needle point								
89	SIGN PEN, Blue Hi-Tecpoint V10 Grip 0.7 Roller Ball Point								
90	STAMP PAD INK, violet, 50mL								
91	STAMP PAD FELT, Bed Dimension 60x100mm min								
92	STAPLE WIRE, Standard 26/6 (#35)								
93	STENO NOTEBOOK, sketch book A5 doted								
94	TAPE, Double Sided 1"								
95	TAPE, Double Sided 1/2"								
96	TAPE, Double Sided 48mm x 5m								
97	TAPE, Double Sided with foam 24mm x 5m								
98	TAPE, masking, 24mm, 50 meters length								
99	TAPE, packaging, 48mm, 50 meters length								
100	TAPE, transparent, 12mm, 1 core, 50 meters								
101	TAPE, transparent, 24mm, 50 meters								
	CUSTOMIZED BINDER								
102	Customized Binder, hard bound with logo , royal blue, Legal Size								
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103	CALCULATOR, ms-120ms 2 way power-14digits,branded								
104	Calculator Scientific F-7895GA, branded								
105	Calculator Scientific fx-991ES plus, branded								
106	CUTTING MAT/BOARD A3 Size								
107	NUMBERING MACHINE, Automatic 10 digits								
108	PUNCHER, Paper heavy duty with two hole guide, 1 Piece individual box								
109	STAPLER with wire remover, heavy duty branded								
110	STAPLER, standard type load cap 200 staples min branded								
111	OTHER SUPPLIES AND MATERIALS								
112	TAPE DISPENSER, Big								

	TOOLS								
113	PLIERS - Flat nose, size 6"								
114	SCREW DRIVER, Phillips,PH1 Tip, 150mm blade								
115	METER TAPE 8m/26"								
116	METER TAPE 15m/50'								
117	METER TAPE 30m/100'								
118	METER TAPE 60m/200'								
119	METER TAPE 50m/165'								
120	WHEEL METER 6", walking measure								
	OTHER SUPPLIES AND MATERIALS								
121	Paint Brush 1 "								
122	Paint Brush 2 "								
123	Paint Brush 3 "								
124	Paint Brush 4"								
125	Paint, Roller 4"								
126	Paint, Roller 5"								
127	Paint, Roller 6"								
128	DOORKNOB, Heavy Duty								
129	Emergency Led light, Automatic, Branded								
130	FLASHLIGHT, Rechargeable, led Torch light heavy duty, (FEL556) branded								
131	LAVATORY FAUCET								
132	ROPE, nylon plastic straw								
133	Sealant, waterproof, 1000g								
134	STORAGE BOX , high impact resistance box, 70L. L 63 x w 43.5 x H 38.5								
135	WOVEN TRAY, Multi-purpose L 13.75 x w 10.25 x H 4 inches								
136	UMBRELLA Big, Heavy Duty								
137	WD 40 Multi-Purpose , anti-rust Lubricant 12.9 oz/382ml								
138	Whetstone Double Sided Sharpener								
	COMMON IT SUPPLIES and PERIPHERALS								
139	ADAPTER, Gigabit Ethernet LAN								
140	CD RW with plastic case								

141	EXTERNAL HARD DRIVE, 2TB 2.5" HDD, USB 3.0, branded								
142	EXTERNAL SSD, 1TB, Extreme Portable SSD up to 1050MB/s. USB-C. USB 3.2 Gen. 2. 1P65 water and dust resistance, updated firmware-external solid state drive- SDSSDE61-1T00-G25								
143	EXTERNAL OPTICAL DRIVE, DVD RW , Branded								
144	FLASH DRIVE, dual drive, OTG- 32 GB, high speed Type C 3.0, branded								
145	FLASH DRIVE, 32GB, USB 2.0, plug and play, branded								
146	FLASH DRIVE, 64GB, metal USB 2.0, plug and play, branded								
147	KEYBOARD, USB type, branded								
148	KEYBOARD, wireless, branded								
149	MONITOR, 24" , 144 Hz -165Hz, 1080 pixel or higher, Branded								
150	MOUSE PAD, Durable								
151	MOUSE, wireless, branded								
152	MOUSE, usb connection type, branded								
153	USB Extension cord cable, male to female data sync, 5 meters								
154	INK CART, EPSON 001, Black 127ml								
155	INK CART, EPSON 001, Cyan 70ml								
156	INK CART, EPSON 001,Magenta 70ml								
157	INK CART, EPSON 001, Yellow 70ml								
158	INK CART, EPSON C13T05B100-Black (B)								
159	INK CART, EPSON C13T05B200-Cyan (C)								
160	INK CART, EPSON C13T05B300-Magenta(M)								
161	INK CART, EPSON C13T05B400-Yellow (Y)								
162	INK CART, EPSON 001, Black 127ml								
163	INK CART, EPSON 001, Cyan 70ml								
164	INK CART, EPSON 001,Magenta 70ml								
165	INK CART, EPSON 001, Yellow 70ml								
166	INK CART, EPSON C13T05B100-Black (B)								
167	INK CART, EPSON C13T05B200-Cyan (C)								
168	INK CART, EPSON C13T05B300-Magenta(M)								
169	INK CART, EPSON C13T05B400-Yellow (Y)								
	JANITORIAL SUPPLIES								

170	AIR FRESHENER, 180mL/150g min. in plaster jar, scented Gel (floral perfection/lemon, romantic rose lavender) branded								
171	AIR FRESHENER, little tress, black ice branded								
172	All purpose CLEANER-Classic TOILET BOWL AND URINAL, (anti microbial)1000ml,branded								
173	ALCOHOL, 70%, ethyl , 1 gallon, branded								
174	ALCOHOL, 70%, isopropyl, 1 gallon, branded								
175	BROOM, Soft (walis tambo)								
176	BROOM, Stick (walis tingting)								
177	CR Brush with short handle								
178	DIPPER, Standard Size								
179	DETERGENT POWDER, all purpose, 1kilo/Pouch, branded								
180	DISHWASING LIQUID, 250ml Kalamansi scent branded								
181	DISHWASING LIQUID, 1 ltr. Kalamansi scent branded								
182	DISHWASING LIQUID, kalamansi (12), lemon(27), 1 gallon branded								
183	DISINFECTANT SPRAY, ORANGE (citrus meadow) , RED (crisp berry)scent 400-550 grams branded								
184	DOOR MAT, Cloth, microfiber (anti-slip)								
185	DOOR MAT, Rubber (anti slip)								
186	DUSPAN,non rigid, Plastic								
187	Duster, microfiber. Anti static								
188	Flannel Cloth for cleaning 12" x 18" pranela)								
189	Floor Wax, Red waterproof, Branded								
190	FURNITURE CLEANER, aerosol type, 330ml branded								
191	Glass and Multi Purpose Cleaner, lemon 500ml branded								
192	MOP WRINGLER/BUCKET heavy duty, hard plastic. Color yellow								
193	MOP SPIN with squeezer, Heavy duty hard plastic, durable with free spcs. mop cloth								
194	MOP HANDLE, Screw type, aluminum handle								
195	MOP HEAD, made of rayon								
196	PAIL, Plastic (4 Gallons) Durable								
197	SPONGE MOP Telescopic								
198	MURIATIC ACID 500ml								
199	RAGS, all cotton, 32 Pieces per Bundle								

200	RUG, Chamois with canister								
201	SOAP, BATHROOM, 125 grams, 1 Piece in individual box Pure Care Scent, branded								
202	Liquid Hand Soap/Cream, Goat milk scent, lavender scent 500ml, branded								
203	Liquid Sosa, Liquid drain cleaner 500 ml								
204	Scouring pad with foam(Scrub Sponge) 100mm x 75mm x 30mm, branded								
205	TOILET DEODORANT CAKE, deodorizer/moth proofer 50gms, sampaquita/lemon scented								
206	Toilet Pump, Drain buster High Pressure Plunger- heavy duty, branded								
207	TOILET TISSUE, 12 Rolls per Pack, 2 ply, branded								
208	TRASHBAG, Black, 10pcs./Roll								
209	TRASHBAG, Transparent, 10pcs./Roll								
210	Tile Cleaner,bleaching liquid 1 galloon, branded								
	MEDICAL SUPPLIES								
211	Antiseptic plastic strips 100pcs/box								
212	Guaifenesin, DM, Expectorant 200mg softgel capsule								
213	IBUPROFEN 200MG Soft Gel Capsule								
214	Loperamide Hydrochloride 2mg								
215	Mefenamic Acid 250 mg								
216	Paracetamol 500 MG TAB, branded								
217	Phenylephrine HCl, Chlorphenamine								
	maleate and paracetamol, Caplet, Branded								
218	Povidone Iodine, 120ml								
219	Surgical Tape, tan colored zinc oxide tape, waterproof and dirt repellent, color brown 2" x 10m								
	MEDICAL APPARATUS								
220	Blood Pressure Monitor, Digital EM-7121 carry case branded								

Contract Agreement Form for the Procurement of Goods (Revised)

[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT

THIS AGREEMENT made the _____ day of _____ 20__ between [name of PROCURING ENTITY] of the Philippines (hereinafter called “the Entity”) of the one part and [name of Supplier] of [city and country of Supplier] (hereinafter called “the Supplier”) of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly [brief description of goods and services] and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of *[contract price in words and figures in specified currency]* (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:

- i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
- ii. Winning bidder’s bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder’s bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder’s response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity’s bid evaluation;

- iii. Performance Security;
- iv. Notice of Award of Contract; and the Bidder’s conforme thereto; and
- v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as**

the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.
4. The *[Name of the procuring entity]* agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

[Insert Name and Signature]

[Insert Name and Signature]

[Insert Signatory's Legal Capacity]

[Insert Signatory's Legal Capacity]

for:

for:

[Insert Procuring Entity]

[Insert Name of Supplier]

Acknowledgment

[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]

BID FORM (FINANCIAL PROPOSAL)
PRICE SCHEDULE FOR GOODS OFFERED

Date of Bid Opening: June 10, 2025

1	2	3	4		5	6	7
Item No.	Description	ABC (Unit Cost)	Qty	Unit	Unit Cost (Peso)	Total Cost	Delivery Schedule
	ELECTRICAL SUPPLIES						
1	Adaptor-Output Voltage: 19V DC, Branded	80.00	8	Piece			
2	BATTERY, size AA, Alkaline, 2 pcs/blister Pack, BRANDED	88.00	89	Pack			
3	BATTERY, size AAA, Alkaline, 2 pcs/blister Pack, Branded	110.00	89	Pack			
4	Bulb, LED 11 watts -daylight	250.00	44	Piece			
5	Bulb, LED 30 watts -daylight	550.00	4	Piece			
6	Cable , Zip Tie 6", 48 pcs. per pack	100.00	3	Pack			
7	Cable , Zip Tie 7.6 x 45 mm, 100 pcs. per pack	100.00	3	Pack			
8	Cable organizer, spiral wrapping band. 10mm, 3 meters, black	180.00	15	Piece			
9	DOWN LIGHT 12W LED round light	750.00	47	Set			
10	Extension wire,branded 4 gang, 6 meters, branded	1,500.00	4	Piece			
11	Plug Male	55.00	1	Piece			
12	Outlet, 4 gang	150.00	1	Piece			
13	Receptacle	55.00	3	Piece			
14	Tape Electrical, 1 inch core, genuine	45.00	2	Piece			
15	Surface Utility Box, (Amco Box Outlet)	60.00	6	Piece			
16	Electrical Wire, THNN/THWN-2 Stranded No. 12, 150 meters/box	4,800.00	1	Box			
	COMMON OFFICE SUPPLIES						
17	BALLPEN, Black 0.5 Ballpoint, push button smooth ink	15.00	10	Piece			
18	BALLPEN, Blue 0.5 Ballpoint, push button smooth ink	15.00	10	Piece			
19	BALLPEN, Black 0.5mm 0.5 FO-GelBo8 smooth ink	10.00	358	Piece			
20	BALLPEN, Blue 0.5mm 0.5 FO-GelBo8 smooth ink	10.00	60	Piece			
21	BALLPEN, Black 0.7 NS 757-RP smooth ink	10.00	75	Piece			
22	BALLPEN, Black 0.5mm - AGP13271, gel pen	18.00	144	Piece			
23	BALLPEN, Blue 0.5mm - AGP13271, gel pen	18.00	156	Piece			
24	BALLPEN, Green 0.5mm - AGP13271, gel pen	18.00	12	Piece			
25	BALLPEN, Black G-Tech C4, 0.4mm	66.00	24	Piece			
26	BALLPEN, Black G-Tec-c3, 0.3mm	66.00	97	Piece			
27	BALLPEN, Green G-Tec-c3, 0.3mm	66.00	12	Piece			
28	BALLPEN, Black G-Tec-c3, 0.3mm -Refill	45.00	36	Piece			
29	BINDER RING size 1"	32.00	3	Piece			
30	BULLETIN BOARD, Coed 60 x90cm wooden frame, message board photo wall background board	1,500.00	1	Piece			
31	CARBON FILM, PE. Blue 216 x 330mm, 100 sheet per box	650.00	1	Box			
32	Chipboard g# 100	20.00	20	Piece			
33	Clear Sheet Protector- JC 305 B, International Punching 11 Holes, Legal, 10 pockets/pack	120.00	12	Pack			
34	Clip, backfold, 32mm, 12pcs per box	66.00	110	Box			

35	Clip, Metal Bulldog 76.2mm (3 inches)	188.00	3	Box			
36	CLIP BOARD with cover legal size	175.00	6	Piece			
37	CORRECTION PEN	48.00	6	Piece			
38	CORRECTION TAPE, 12 meters(min), 1 Piece in individual plastic	45.00	136	Piece			
39	DATA FILE BOX, made with chipboard, with closed ends (Molar File), color royal blue	140.00	56	Piece			
40	Engineers Field Book	140.00	84	Piece			
41	ENVELOPE, Mailing, 500 Pieces per box	450.00	8	Box			
42	ENVELOPE, DOCUMENTARY, for A4 size document	3.30	400	Piece			
43	Lever Arch File,76mm x 229mm x 38mm (3" x 9" x 15") royal blue, landscape	180.00	50	Piece			
44	PHILIPPINE FLAG, Standard Size	450.00	12	Piece			
45	FOLDER, Long - White (Ordinary)	6.00	98	Piece			
46	FOLDER, Brown (Tagboard) - Long	6.00	436	Piece			
47	FOLDER, Brown (Tagboard) - A4	4.00	236	Piece			
48	FOLDER, Pressboard (makapal), w/o tab - Long Size,green	22.00	574	Piece			
49	FOLDER, Pressboard (makapal), w/o tab - Long Size,blue	22.00	272	Piece			
50	GLUE, multi-purpose, 130 grams safe non toxic	75.00	28	Piece			
51	INDEX TAB, self-adhesive, 5 set/box, Clear color	60.00	1	Box			
52	MARKER, Flouescent, M704 4S (luminous blue(12) green(12) orange(22),pink(22)-yellow(40)yellow green (12) BRANDED	48.00	120	Piece			
53	MARKER, white board, bullet type, black	50.00	40	Piece			
54	MARKER, white board, bullet type, red	50.00	6	Piece			
55	MARKER, permanent, bullet type, black	55.00	49	Piece			
56	MARKER, permanent, bullet type, blue	55.00	8	Piece			
57	MARKER, permanent, bullet type, red	55.00	6	Piece			
58	NOTE PAD, stick-on, (1/2"x2"), 100 sheets per pad, 5 pads/pack	60.00	58	Pack			
59	NOTE PAD, stick-on, (2"x3"), 100 sheets per pad	30.00	82	Pad			
60	NOTE PAD, stick-on, (3"x3"), 100 sheets per pad	49.50	60	Pad			
61	NOTE PAD, stick-on, (3"x4"), 100 sheets per pad	70.00	24	Pad			
62	PAPER FASTENER,Hard Plastic, 70 mm - 50 sets/box	48.00	55	Box			
63	PAPER FASTENER,Metal , 70 mm - 8 1/2mm	210.00	14	Box			
64	Paper colored premium, green, 250 sheets/Pack, legal 80 gsm	300.00	12	Ream			
65	PAPER, Multicopy (COPY) A4, 70gsm	220.00	100	Ream			
66	PAPER, Multicopy (COPY) A4, 80gsm	255.00	546	Ream			
67	PAPER, Multicopy(COPY), Legal size, 80gsm	275.00	151	Ream			
68	PAPER, Multi-Purpose (COPY) A3, 70gsm	620.00	10	Ream			
69	PAPER, Multi-Purpose (COPY) A3, 80gsm	750.00	82	Ream			
70	PAPER, Multicopy (COPY), Short size, 80gsm	240.00	34	Ream			
71	PAPER SPECIAL, A4, 10 sheets/Pack	60.00	12	Pack			
72	PAPER STICKER, A4, glossy 10 sheets/Pack	90.00	18	Pack			
73	PAPER STICKER, A4, Matte, 10 sheets/Pack	90.00	12	Pack			
74	PAPER STICKER, A4, Matte, 20 sheets/Pack	180.00	6	Pack			
75	PHOTOPAPER, A4 200g/m (Matte) High Quality (20's/Pack)	130.00	68	Pack			
76	PHOTOPAPER, A4 200g/m (Glossy) High Quality (20's/Pack)	130.00	24	Pack			

77	PUSH PIN, flat head type, assorted colors, 50 pcs./pack	45.00	3	Case			
78	RECORD BOOK, 300 pages, royal blue	90.00	42	Piece			
79	RECORD BOOK, 500 pages royal blue	130.00	30	Piece			
80	RECORD BOOK, Official 8.5"x 11"	160.00	24	Piece			
81	RULER, Plastic 12" heavy duty, branded	49.50	8	Piece			
82	RULER, Metal 18" heavy duty, branded	100.00	6	Piece			
83	RULER, Aluminum 16" heavy duty, branded	150.00	4	Piece			
84	SIGN PEN, black 0.5mm, BLN25-A, Needle Tip, blue casing	125.00	243	Piece			
85	SIGN PEN, blue 0.5mm, BLN25-A, Needle Tip, blue casing	125.00	182	Piece			
86	SIGN PEN, red 0.5mm, BLN25-A, Needle Tip, blue casing	125.00	12	Piece			
87	SIGN PEN, black 0.5mm, my gel, Needle point	30.00	48	Piece			
88	SIGN PEN, green 0.5mm, my gel, Needle point	30.00	14	Piece			
89	SIGN PEN, Blue Hi-Tecpoint V10 Grip 0.7 Roller Ball Point	110.00	108	Piece			
90	STAMP PAD INK, violet, 50mL	45.00	24	Bottle			
91	STAMP PAD FELT, Bed Dimension 60x100mm min	88.00	6	Piece			
92	STAPLE WIRE, Standard 26/6 (#35)	60.00	48	Box			
93	STENO NOTEBOOK, sketch book A5 doted	90.00	6	Piece			
94	TAPE, Double Sided 1"	80.00	52	Roll			
95	TAPE, Double Sided 1/2"	30.00	18	Roll			
96	TAPE, Double Sided 48mm x 5m	110.00	6	Roll			
97	TAPE, Double Sided with foam 24mm x 5m	285.00	18	Roll			
98	TAPE, masking, 24mm, 50 meters length	65.00	30	Roll			
99	TAPE, packaging, 48mm, 50 meters length	95.00	66	Roll			
100	TAPE, transparent, 12mm, 1 core, 50 meters	15.00	30	Roll			
101	TAPE, transparent, 24mm, 50 meters	55.00	32	Roll			
	CUSTOMIZED BINDER						
102	Customized Binder, hard bound with logo, royal blue, Legal Size	350.00	524	Piece			
	COMMON OFFICE DEVICES						
103	CALCULATOR, ms-120ms 2 way power-14 digits, branded	1,100.00	7	Piece			
104	Calculator Scientific F-7895GA, branded	2,500.00	1	Piece			
105	Calculator Scientific fx-991ES plus, branded	2,100.00	12	Piece			
106	CUTTING MAT/BOARD A3 Size	500.00	1	Piece			
107	NUMBERING MACHINE, Automatic 10 digits	990.00	2	Piece			
108	PUNCHER, Paper heavy duty with two hole guide, 1 Piece individual box	250.00	18	Piece			
109	STAPLER with wire remover, heavy duty branded	380.00	5	Piece			
110	STAPLER, standard type load cap 200 staples min branded	380.00	27	Piece			
111	OTHER SUPPLIES AND MATERIALS	85.00	6	Piece			
112	TAPE DISPENSER, Big	180.00	1	Piece			
	TOOLS						
113	PLIERS - Flat nose, size 6"	450.00	1	Piece			
114	SCREW DRIVER, Philips, PH1 Tip, 150mm blade	650.00	1	Piece			
115	METER TAPE 8m/26"	600.00	11	Piece			
116	METER TAPE 15m/50'	780.00	4	Piece			

117	METER TAPE 30m/100'	1,300.00	4	Piece			
118	METER TAPE 60m/200'	3,000.00	4	Piece			
119	METER TAPE 50m/165'	2,500.00	4	Piece			
120	WHEEL METER 6", walking measure	3,500.00	6	Unit			
	OTHER SUPPLIES AND MATERIALS						
121	Paint Brush 1 "	35.00	8	Piece			
122	Paint Brush 2 "	48.00	8	Piece			
123	Paint Brush 3 "	80.00	6	Piece			
124	Paint Brush 4"	100.00	8	Piece			
125	Paint, Roller 4"	120.00	6	Piece			
126	Paint, Roller 5"	135.00	6	Piece			
127	Paint, Roller 6"	148.00	6	Piece			
128	DOORKNOB, Heavy Duty	600.00	10	Piece			
129	Emergency Led light, Automatic, Branded	3,000.00	3	Piece			
130	FLASHLIGHT, Rechargeable, led Torch light heavy duty, (FEL556) branded	1,500.00	5	Piece			
131	LAVATORY FAUCET	400.00	6	Piece			
132	ROPE, nylon plastic straw	85.00	2	Roll			
133	Sealant, waterproof, 1000g	220.00	6	Can			
134	STORAGE BOX , high impact resistance box, 70L. L 63 x w 43.5 x H 38.5	900.00	24	Piece			
135	WOVEN TRAY, Multi-purpose L 13.75 x w 10.25 x H 4 inches	300.00	4	Piece			
136	UMBRELLA Big, Heavy Duty	600.00	12	Piece			
137	WD 40 Multi-Purpose , anti-rust Lubricant 12.9 oz/382ml	280.00	6	Can			
138	Whetstone Double Sided Sharpener	350.00	1	Piece			
	COMMON IT SUPPLIES and PERIPHERALS						
139	ADAPTER, Gigabit Ethernet LAN	1,500.00	1	Piece			
140	CD RW with plastic case	55.00	39	Piece			
141	EXTERNAL HARD DRIVE, 2TB 2.5" HDD, USB 3.0, branded	6,500.00	3	Unit			
142	EXTERNAL SSD, 1TB, Extreme Portable SSD up to 1050MB/s. USB-C. USB 3.2 Gen. 2. 1P65 water and dust resistance, updated firmware-external solid state drive- SDSSDE61-1T00-G25	7,500.00	3	Unit			
143	EXTERNAL OPTICAL DRIVE, DVD RW , Branded	3,000.00	1	Unit			
144	FLASH DRIVE, dual drive, OTG- 32 GB, high speed Type C 3.0, branded	800.00	2	Piece			
145	FLASH DRIVE, 32GB, USB 2.0, plug and play, branded	450.00	15	Piece			
146	FLASH DRIVE, 64GB, metal USB 2.0, plug and play, branded	650.00	27	Piece			
147	KEYBOARD, USB type, branded	650.00	20	Piece			
148	KEYBOARD, wireless, branded	750.00	2	Piece			
149	MONITOR, 24" , 144 Hz -165Hz, 1080 pixel or higher, Branded	10,000.00	4	Unit			
150	MOUSE PAD, Durable	150.00	8	Piece			
151	MOUSE, wireless, branded	600.00	9	Piece			
152	MOUSE, usb connection type, branded	450.00	18	Piece			
153	USB Extension cord cable, male to female data sync, 5 meters	200.00	1	Piece			
154	INK CART, EPSON 001, Black 127ml	630.00	3	bottle			
155	INK CART, EPSON 001, Cyan 70ml	370.00	2	bottle			
156	INK CART, EPSON 001,Magenta 70ml	370.00	2	bottle			
157	INK CART, EPSON 001, Yellow 70ml	370.00	2	bottle			

158	INK CART, EPSON C13T05B100-Black (B)	28,100.00	4	Pack			
159	INK CART, EPSON C13T05B200-Cyan (C)	22,000.00	2	Pack			
160	INK CART, EPSON C13T05B300-Magenta(M)	22,000.00	2	Pack			
161	INK CART, EPSON C13T05B400-Yellow (Y)	22,000.00	2	Pack			
162	INK CART, EPSON 001, Black 127ml	630.00	3	bottle			
163	INK CART, EPSON 001, Cyan 70ml	370.00	2	bottle			
164	INK CART, EPSON 001,Magenta 70ml	370.00	2	bottle			
165	INK CART, EPSON 001, Yellow 70ml	370.00	2	bottle			
166	INK CART, EPSON C13T05B100-Black (B)	28,100.00	4	Pack			
167	INK CART, EPSON C13T05B200-Cyan (C)	22,000.00	3	Pack			
168	INK CART, EPSON C13T05B300-Magenta(M)	22,000.00	3	Pack			
169	INK CART, EPSON C13T05B400-Yellow (Y)	22,000.00	3	Pack			
	JANITORIAL SUPPLIES						
170	AIR FRESHENER, 180mL/150g min. in plaster jar, scented Gel (floral perfection/lemon, romantic rose lavender) branded	176.00	68	Piece			
171	AIR FRESHENER, little tress, black ice branded	90.00	12	Piece			
172	All purpose CLEANER-Classic TOILET BOWL AND URINAL, (anti microbial)1000ml,branded	242.00	64	Piece			
173	ALCOHOL, 70%, ethyl , 1 gallon, branded	650.00	48	Piece			
174	ALCOHOL, 70%, isopropyl, 1 gallon, branded	650.00	18	Piece			
175	BROOM, Soft (walis tambo)	220.00	12	Piece			
176	BROOM, Stick (walis tingting)	40.00	8	Piece			
177	CR Brush with short handle	85.00	10	Piece			
178	DIPPER, Standard Size	100.00	11	Piece			
179	DETERGENT POWDER, all purpose, 1kilo/Pouch, branded	135.00	88	Piece			
180	DISHWASING LIQUID, 250ml Kalamansi scent branded	105.00	21	Bottle			
181	DISHWASING LIQUID, 1 ltr. Kalamansi scent branded	200.00	6	Bottle			
182	DISHWASING LIQUID, kalamansi (12), lemon(27), 1 gallon branded	280.00	38	gallon			
183	DISINFECTANT SPRAY, ORANGE (citrus meadow) , RED (crisp berry)scent 400-550 grams branded	690.00	82	Piece			
184	DOOR MAT, Cloth, microfiber (anti-slip)	100.00	78	Piece			
185	DOOR MAT, Rubber (anti slip)	150.00	30	Piece			
186	DUSPAN,non rigid, Plastic	75.00	7	Piece			
187	Duster, microfiber. Anti static	100.00	5	Piece			
188	Flannel Cloth for cleaning 12" x 18" pranela)	18.00	24	Piece			
189	Floor Wax, Red waterproof, Branded	250.00	5	Can			
190	FURNITURE CLEANER, aerosol type, 330ml branded	350.00	21	Piece			
191	Glass and Multi Purpose Cleaner, lemon 500ml branded	450.00	15	Piece			
192	MOP WRINGLER/BUCKET heavy duty, hard plastic. Color yellow	3,000.00	2	Unit			
193	MOP SPIN with squeezer, Heavy duty hard plastic, durable with free 5pcs. mop cloth	1,500.00	3	Piece			
194	MOP HANDLE, Screw type, aluminum handle	250.00	2	Piece			
195	MOP HEAD, made of rayon	115.00	4	Piece			
196	PAIL, Plastic (4 Gallons) Durable	220.00	6	Piece			
197	SPONGE MOP Telescopic	280.00	5	Piece			
198	MURIATIC ACID 500ml	90.00	12	Piece			

199	RAGS, all cotton, 32 Pieces per Bundle	120.00	33	Bundle			
200	RUG, Chamois with canister	250.00	6	Piece			
201	SOAP, BATHROOM, 125 grams, 1 Piece in individual box Pure Care Scent, branded	48.00	76	Piece			
202	Liquid Hand Soap/Cream, Goat milk scent, lavender scent 500ml, branded	150.00	64	Piece			
203	Liquid Sosa, Liquid drain cleaner 500 ml	120.00	15	Piece			
204	Scouring pad with foam(Scrub Sponge) 100mm x 75mm x 30mm, branded	50.00	71	Piece			
205	TOILET DEODORANT CAKE, deodorizer/moth proofer 50gms, sampaquita/lemon scented	50.00	158	Piece			
206	Toilet Pump, Drain buster High Pressure Plunger- heavy duty, branded	150.00	2	Piece			
207	TOILET TISSUE, 12 Rolls per Pack, 2 ply, branded	250.00	185	Pack			
208	TRASHBAG, Black, 10pcs./Roll	110.00	53	Roll			
209	TRASHBAG, Transparent, 10pcs./Roll	110.00	8	Roll			
210	Tile Cleaner,bleaching liquid 1 galloon, branded	280.00	39	Piece			
	MEDICAL SUPPLIES						
211	Antiseptic plastic strips 100pcs/box	180.00	44	Box			
212	Guaifenesin, DM, Expectorant 200mg softgel capsule	15.00	100	Piece			
213	IBUPROFEN 200MG Soft Gel Capsule	14.00	590	Piece			
214	Loperamide Hydrochloride 2mg	9.00	130	Piece			
215	Mefenamic Acid 250 mg	17.00	60	Piece			
216	Paracetamol 500 MG TAB, branded	10.00	690	Piece			
217	Phenylephrine HCl, Chlorphenamine	11.00	630	Piece			
	maleate and paracetamol, Caplet, Branded						
218	Povidone Iodine, 120ml	450.00	8	Bottle			
219	Surgical Tape, tan colored zinc oxide tape, waterproof and dirt repellent, color brown 2" x 10m	450.00	4	Piece			
	MEDICAL APPARATUS						
220	Blood Pressure Monitor, Digital EM-7121 carry case branded	4,300.00	2	Set			
<div>Total Amount of Bid: ₱ _____</div> <div>_____</div> <div>(in words) _____ (in figure) _____</div>							

Bid Validity: 90 days

Name and Signature of Bidder: _____

Address: _____

Telephone/Mobile No.: _____

Name of Representative: _____

Signature of Representative: _____

Bidders are required to include the cost of all taxes, such as, but not limited to: value added tax (VAT), income tax, local taxes, customs duties, freight, insurance, bank charges and other fiscal levies and duties. These shall be itemized in the bid form and reflected in the detailed estimates.

STATEMENT OF ALL GOVERNMENT AND PRIVATE CONTRACTS COMPLETED WHICH ARE SIMILAR IN NATURE

Business Name:

Business Address:

Name of Contract /Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		
<u>Government</u>						
<u>Private</u>						

Note: This statement shall be supported with:

1. Contract
2. Certificate of Completion
3. Certificate of Acceptance

Submitted by: _____
(Printed Name and Signature)

Designation: _____

Date: _____

LIST OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED

Business Name:

Business Address:

Name of Contract /Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works/ Undelivered
			Description	%		Planned	Actual	
<u>Government</u>								
<u>Private</u>								
						Total Cost		

Note: This statement shall be supported with:

1. Notice of Award and/or Contract
2. Notice to Proceed issued by owner
3. Certificate of Accomplishment signed by the owner or authorized representative

Submitted by: _____
(Printed Name and Signature)

Designation: _____

Date: _____

Section VIII. Checklist of Technical and Financial Documents

Notes on the Checklist of Technical and Financial Documents

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

Checklist of Eligibility, Technical and Financial Requirements for Bidders

I. TECHNICAL COMPONENT ENVELOPE

Class “A” Documents

Legal Documents

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

Technical Documents

- ☐ (b) 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**
- ☐ (c) 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**
- ☐ (d) 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**
- ☐ (e) Conformity with the Technical Specifications, which may include *1. Brochures/catalogues/flyers 2. production/delivery schedule, 3. manpower requirements, 4. and/or after-sales/parts or warranty*, if applicable; **and**
- ☐ (f) 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

- ☐ (g) 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

- ☐ (h) 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

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

Other documentary requirements under RA No. 9184 (as applicable)

- ☐ (k) *[For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos]* Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- ☐ (l) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

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: *[Insert name and address of the Procuring Entity]*

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]