



## **AFP Retirement and Separation Benefits System**

**424 Capinpin Avenue, Camp General Emilio Aguinaldo, Quezon City**

### **REQUEST FOR QUOTATION**

Please quote your price on the project listed below, subject to the Terms of Reference hereto attached. Submit your quotation duly signed by your representative not later than **10:00 a.m. on 15 September 2020** to this address:

**Property Management and Enhancement Department  
AFP Retirement and Separation Benefits System  
2<sup>nd</sup> Floor, AFPRSBS Building, 424 Capinpin Ave. Camp General Emilio Aguinaldo  
Quezon City**

<b>Name of Project/ Brief Description</b>	<b>PROPOSED CONSTRUCTION OF PAVING AND PATHWALK OF VILLA SEGOVIA MULTI-PURPOSE BUILDING, SANTA ROSA, LAGUNA</b>
<b>Approved Budget for the Contract (ABC)</b>	<b>FIVE HUNDRED FIFTY THOUSAND PESOS &amp; 00/100 (Php 550,000.00)</b>

#### **NOTES:**

1. All entries in the Quotation Form shall be typewritten.
2. Accreditation requirements shall be submitted in a **sealed envelope**, which shall include the following:
  - a) Copy of Philippine Government Electronic Procurement System (PhilGEPS) Registration Certificate
  - b) Copy of Department of Trade and Industry (DTI) or Securities and Exchange Commission (SEC) Registration Certificate
  - c) Copy of current Mayor's/Business Permit
  - d) Valid Tax Clearance per Executive Order 398, Series of 2005 as finally reviewed and approved by the BIR.
  - e) Resume of the Project Engineer who will handle the project with photocopy of valid and current PRC ID and PTR
  - f) Valid PCAB License with a minimum classification of Category D
  - g) Income /Business Tax Return for the immediate preceding calendar year

- h) Omnibus Sworn Statement in accordance with Section 25.3 of the IRR of RA 9184 and using the prescribed form (Annex "A")
  - i) Original copy of the Corporate Secretary's Certificate designating the company's authorized representative to submit and sign the bid and sign any and all the contracts and documents pertaining to the placement and acceptance of order ( for corporate bidders)
- 3. Quotation Form using the prescribed form (Annex "B") shall be submitted in a **separate sealed envelope** which shall include the Bill of Quantities using the prescribed form (Annex "C").
- 4. **SUBMISSION BY ELECTRONIC or ONLINE MEANS**

In addition to the submission of sealed bids as discussed in the as stated in the foregoing, Bidders can submit bids thru electronic or online means in accordance with the Government Procurement Policy Board (GPPB) Resolution No. 09-2020 as guided by the following procedures:

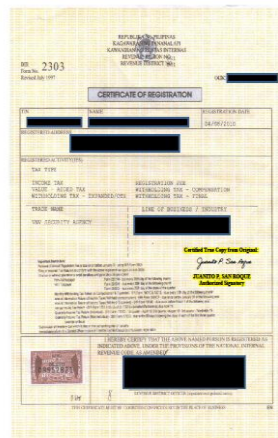
- 4.1) All procurement related documents to include the eligibility requirements and bid proposals may be submitted electronically to this e-mail address [afprsbsbacsec@gmail.com](mailto:afprsbsbacsec@gmail.com) on or before the closing date and time specified in the Bidding Documents as published in the Philippine Government Electronic Procurement System (PhilGEPS). The electronic documents must be sent through the **bidder's valid company e-mail account** or through the **e-mail address of the bidder's duly authorized representative**.
- 4.2) The receipt of electronic submission shall be acknowledged by the AFPRSBS BAC Secretariat through an e-mailed reply from the official AFPRSBS e-mail account [afprsbsbacsec@gmail.com](mailto:afprsbsbacsec@gmail.com). A Bid receipt page for the official time of submission as well as the e-mail acknowledgment of the submission shall be printed by the AFPRSBS BAC representative for reference and audit trail.
- 4.3) Bid documents to be submitted through electronic means must be saved in two (2) separate compressed archive folders in "**WinRAR**" or "**ZIP**" archive format. These should be sent simultaneously to the [afprsbsbacsec@gmail.com](mailto:afprsbsbacsec@gmail.com). The **first compressed archived folder** which shall contain the technical component of the bid, including the eligibility requirements under Section 23.1 of the IRR for the procurement of Goods and Infrastructure Projects shall be labelled as "**Technical Bid**", while the **second compressed archived folder** which shall contain the financial component of the bid shall be labelled as "**Financial Bid**".
- 4.4) The electronic Bidding Documents contained in each of the compressed archive folders must be **password-protected**. The passwords for accessing the files will be disclosed by the bidders' duly authorized representatives

to the AFPRSBS BAC Secretariat only during the actual bid opening which will be done face-to-face through videoconferencing using Google Meet. The invite for the videoconferencing shall be sent to the bidder's valid company e-mail account and/or e-mail address of the bidder's duly authorized representative.

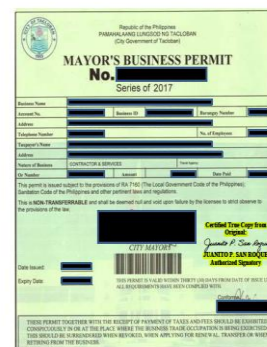
- 4.5) Electronic Bidding Documents not in compressed archive folders and are not password-protected, shall be rejected. However, submitted bids that are not properly compressed and not password-protected may be accepted provided that the bidder or its duly authorized representative shall acknowledge such condition of the bid as submitted. The BAC shall assume no responsibility for the misplacement of the contents of improperly compressed or not password-protected folder, or for its premature opening.
- 4.6) The Bidding Documents to be submitted through electronic means should be **scanned copies of the original documents** in PDF/JPEG file format. Each scanned document must bear the markings **"Certified True Copy from Original"** **duly signed by the bidder's authorized signatory.** Each document must be saved in PDF/JPEG file format using this **file name format: "Name of Bidder - Title of the Original Document"**. Examples are shown below:



**File Name:**  
**ABC Company – DTI**  
**Certificate of Registration**



**File Name:**  
**ABC Company – BIR**  
**Certificate of Registration**



**File Name:**  
**ABC Company – Mayor's**  
**Business Permit**

- 4.7) As with manual submission, Bidders may modify or withdraw their electronic bid submission at any time before the deadline for the submission and receipt of bids. Where a bidder modifies its Bid, it shall not be allowed to retrieve its original Bid and shall only be allowed to send another Bid equally secured, properly identified, and labelled as **"Technical Bid Modification"** and **"Financial Bid Modification"**. The time indicated in the latest Bid receipt page generated shall be the official time

of submission. Electronic bids submitted after the deadline shall not be accepted.

- 4.8) Electronic Bidding Documents, including the eligibility requirements under Section 23.1 of the IRR, submitted after the deadline shall not be accepted by the BAC Secretariat. The BAC Secretariat shall generate a Bid receipt page for the official time of late submission which should be saved and printed for reference and audit trail. The BAC Secretariat shall likewise record in the minutes of bid submission and opening, the bidder's name, its representative and the time the late bid was submitted.
5. Quoted prices shall be inclusive of applicable taxes and shall be firm and valid for a period for at least thirty (30) days from the date of receipt of quotation and shall be binding upon the bidder/company within the period
6. The ABC is Seven Hundred Thousand Pesos (**Php 550,000.00**), any bid exceeding this amount shall not be accepted.
7. As a Government Owned and Controlled Corporation (GOCC), the AFPRSBS shall deal only with legitimate contractors/suppliers which issue BIR-registered official receipts (attached photocopy of Official Receipt).
8. Contract shall be awarded to the bidder with the lowest calculated responsive bid.
9. AFPRSBS reserves the right to post-qualify participating entities and/or to reject any or all submitted quotations without thereby incurring any liabilities to the affected bidder.
10. Request for Quotation may be downloaded free of charge from the website of the Philippine Government Electronic Procurement System (PhilGEPS) by interested Bidders
10. For further information, please call at telephone numbers 9124718 / 9124686 and look for Mr. Ramon A. Tancio or Ramoncito Entendez the Property Management and Enhancement Department (PMED), AFPRSBS.



**AFP RETIREMENT AND SEPARATION BENEFITS SYSTEM**  
424 Capinpin Avenue, Camp Gen. Emilio Aguinaldo, Quezon City

## **TERMS OF REFERENCE**

### **CONSTRUCTION OF PAVING AND PATHWALK OF VILLA SEGOVIA ESTATES MULTI-PURPOSE BUILDING, SANTA ROSA CITY, LAGUNA**

#### **1.0 Introduction**

The intent of this document is to outline the requirements of this project and to solicit full-service proposals for the Construction of Paving and Pathwalk of Villa Segovia Estates Multi-Purpose Building, Santa Rosa city, Laguna, in accordance with Republic Act (R.A.) No. 9184 (The Government Procurement Reform Act) and its implementing rules and Regulations.

#### **2.0 The Villa Segovia Multi-Purpose building**

Multi-purpose building for Villa Segovia subdivision is one of the committed amenities to Housing and Land Regulatory Board (HLURB) office. It has a floor area of 210 sqm and constructed last May 2017. It was contracted to construct as building only last 2015. Construction of access and parking is not part in the contract. Since building without proper access will not gain its full functionality as building for recreational and leisure activity of the subdivision. Thus, the need to access the building, and the needed parking for its people who will cater the building, was planned to be constructed.

#### **3.0 Project**

- This project aims to provide paving and parking as full completion of Multi-purpose building requirement for subdivision development
- Interested bidders are advised to conduct ocular inspection of the project site to determine the actual site condition in coordination with PMED.

#### **4.0 Approved Budget for the Contract (ABC)**

The procuring entity's Approved Budget for the Contract (ABC) is Five Hundred Fifty Thousand Pesos (Php 550,000.00). The ABC is inclusive of the value added tax, withholding tax, and other forms of taxes that may be imposed by the Philippine government and/or concerned government agencies in relation to the Construction of Paving and Pathwalk of Villa Segovia Estates Multi-Purpose building.

## **5.0 Scope of Work**

Scope of work shall cover the following:

(refer to Scope of Works for details)

### **A. General Requirements**

- a. Mobilization
- b. Bunkhouse and Warehouse facility
- c. Testing
  - a. Concrete Sampling
  - b. Field Density Report

### **B. Excavation**

Depth of Excavation shall not be higher than 500 mm. depth.

### **C. Hauling and Disposal of materials**

Excavated and Unsuitable materials shall be disposed at designated area assigned by AFPRSBS Engineer.

### **D. Demolition of Existing Gutter for Entry and Exit ramps**

### **E. Sub-base preparation**

### **F. Base preparation**

### **G. Concreting works and Waterproofing**

Use 100mm thk. concrete slab is required. Entry and Exit ramps shall also be constructed. Cementitious Waterproofing(1 coat) is required

### **H. Testing and commissioning**

Concrete sample testing reports and field density test shall be submitted prior to Commissioning

## **6.0 Deliverables**

Constructed paving and pathwalk of Multi-purpose building according to plans and specifications

## **7.0 Contract Duration**

The work to be performed by the Supplier should be completed within Sixty (60) calendar days reckoned seven days after receipt of Notice to Proceed

## **8.0 Terms of Payment**

8.1 The Terms of payment shall be as follows:

- a. An initial payment equivalent to fifteen percent (15%) of the contract price shall be made within ten (10) working days after the effective date of the contract and submission by the Contractor of a Performance bond.
- b. Monthly progress billing shall be submitted and processed after evaluation of work accomplishment.

8.2 All payments shall be subject to ten percent (10%) retention, expanded withholding taxes and other applicable taxes, and such other deductions as may be mutually agreed upon by both parties.

- 8.3 The ten percent (10%) retention shall be released by the AFP-RSBS thirty (30) days after the issuance of the Certificate of Completion and final Acceptance and submission by the Contractor of a Guarantee Bond.

## **9.0 Evaluation Guidelines**

The selection of the winning bidder shall be based on the Lowest Calculated Responsive Bid pursuant to Section 32 under Rule IX, of the Implementing Rules and regulations of RA 9184.



## **SCOPE OF WORKS**

### **CONSTRUCTION OF PAVING AND PATHWALK OF VILLA SEGOVIA ESTATES MULTI-PURPOSE BUILDING, SANTA ROSA CITY, LAGUNA**

#### **A. GENERAL REQUIREMENTS**

- a. Construct bunk house with temporary perimeter covering/fence. The same shall be provided with decent toilet and bath. Coordinate with AFPRSBS Engineers regarding bunkhouse location. Provide temporary office for regular meetings of contractor and AFPRSBS.
- b. Apply for water supply connection for temporary facilities/bunkhouse at Southern Utilities Management Services Inc (SUMSI).
- c. Conduct survey works for staking and layout of parking. Road elevations must be reckoned on the existing concrete pavement. Approval of staking/layout of roads and shall first be secured from AFPRSBS engineers prior to start of earthworks.
- d. Conduct all earthworks and base preparations according to plans, technical specifications and American Society for Testing of Materials (ASTM) standards.
- e. The Contractor shall clear the site from waste materials or any form of garbage and unsuitable materials/soil.
- f. Prior to demobilization, the Contractor shall secure clearance from the Procuring Entity.
- g. Construction plans must always be present at site. Weekly monitoring of workdays and weather must be performed and to be submitted by the contractor to the Owner.

#### **B. EXCAVATION WORKS**

- a. Excavate at a depth required at plans and specifications
- b. Mini Excavator and plate compactor are only allowed equipments.

#### **C. HAULING OF EXCAVATED MATERIALS AND DISPOSAL OF UNSUITABLE MATERIALS**

Unsuitable materials shall be dumped outside the subdivision premises. Secure AFPRSBS and Villa Segovia association approval prior to location of the dumping



area. Materials hauled, excluding unsuitable materials, shall be dumped at designated Block 15 Open space area. Monitoring must be performed by the Contractor the amount of materials disposed in the said area.

#### **D. DEMOLITION OF EXISTING GUTTER AND RAMP**

Demolished sidewalk and gutter shall be performed base on indicated in parking layout plan. Entrance and Exit ramps shall be constructed.

#### **E. SUB-BASE PREPARATION**

Field Density test must be performed prior to sub-base preparation. Relative compaction of 95% must be achieved by the base soil. Sub-base preparation must use gravel (3/4 mm) with thickness of 100 mm for bedding. Gravel must be spreaded and compacted evenly in the area.

#### **F. BASE PREPARATION**

Bedding of Base must be gravel(G-1) with thickness of 100 mm. Gravel must be spreaded and compacted evenly in the area.

#### **G. CONCRETING WORKS**

- a. Formwork Installation  
Formwork to be installed is for preparation of concrete pouring of paving/pathwalk of Villa Segovia Multi-purpose building. Formwork must have a thickness of 100mm. Seek for approval of an AFPRSBS Engineer of finish formwork.
- b. Rebar installation
  - Rebar testing must be performed prior to installation. Rebar to be installed must pass a minimum of 230 Mpa yield strength.
  - Rebar installed must be inspected and approved by an AFPRSBS engineer.
- c. Concreting
  - The use of ready-mix concrete is required. Slump-test must be performed and pass ASTM standards of concrete mix
  - Use vibrators during concrete pouring
  - Presence of an AFPRSBS engineer is required before and during pouring.
- d. Waterproofing
  - (1coat) must be applied after pouring.
  - Apply polyethylene sheet for 7 days during curing of waterproofed concrete

#### **H. TESTING AND COMMISSIONING**

Concrete Waterproofing test shall be performed by continuous pouring water for 24 hours on the slab.



## **AFP RETIREMENT AND SEPARATION BENEFITS SYSTEM**

424 Capinpin Avenue, Camp Gen. Emilio Aguinaldo, Quezon City

# **SPECIFICATIONS**

## **CONSTRUCTION OF PAVING AND PATHWALK OF VILLA SEGOVIA ESTATES MULTI-PURPOSE BUILDING, SANTA ROSA CITY, LAGUNA**

### **I. GENERAL REQUIREMENTS**

#### **A. Clearing and Grubbing**

The work shall consist of the removal of all superficial obstruction including trees, shrubs and the like on the site in the way of or otherwise affected by the work as shown on the drawings. The Contractor shall clear each part of the site at times and to the extent require or approved by the Engineer.

#### **B. Materials and Equipment**

All materials and equipment required for proper execution of the work of this section shall be selected by the Contractor subject to the approval of the Engineer.

#### **C. Disposal of Materials**

All cleared materials shall be burnt or disposed off to the site dumps to be provided by the Contractor in a manner approved by the Engineer.

### **II. EARTHWORK**

The work shall include the furnishing of all materials, tools, equipments and the performance of labor.

- a. Site Grading
- b. Excavation and backfilling for parking area.
- c. Trenching, backfilling and compacting.

#### **A. Site Grading**

Grading shall be in conformity with the section indicated in plans and shall be finished within a tolerance of 25/100 feet of the grades indicated. Suitable excavated material shall be transported to and placed in fill areas within work limits.

**B. Excavation/Backfilling**

Backfilling shall be coordinated with the testing of utilities. Excavation shall be carefully backfilled with suitable materials in 152 mm maximum layers, and each layer moistened and compacted to 95 percent of the maximum density obtained at optimum moisture as determined by ASTM

**C. Compaction of existing ground**

Where shown on the Drawings or ordered by the Engineer, the surface of the existing ground shall be compacted to a depth of 100mm.

**D. Utilization of excavated materials**

All suitable materials removed from the excavations shall be used in so far as practicable, in the formation of sub grade, slopes, backfill for structure, and for other purposes as may be required. No excavation materials shall be wasted without the authority of the Engineer. Unsuitable or excess materials authorized to be wasted shall be deposited at any time in a manner that may in any way be detrimental to the completed work.

**E. Disposal of Excess materials**

Any excess material resulting from all earthwork operations not required or unsuitable for fill or backfill operations shall be deposited/disposed off by the Contractor.

**IV. SUB-GRADE/SUB-BASE PREPARATION**

- A.** Unless otherwise specified, all materials below sub-grade level in earth cutting to a depth of 100mm or other depth shown on the Drawings or directed by the Engineer shall be excavated. Material to be used shall be Gravel –  $\frac{3}{4}$ " Grade.
- B.** Any part of the sub-grade that has been completed shall be protected and any damage resulting from default of the Contractor shall be repaired as directed by the engineer without additional payment.
- C.** The compacted dry density of each layer of the compacted sub- base shall not be less than 95% of the maximum dry density determined according to AASHTO T180 method, standard for determination of dry densities of soil required for pavement.

**V. BASE PREPARATION**

The base preparation shall be that part of the work which is the preparation for the support of the base course. It shall extend to the full width and length of the

proposed parking area including the proposed extension for later development. The total area for base preparation shall not be less than three area including the shoulders as shown on the drawings or as specified herein. Base course to be used must be gravel - G-1 Grade

## **VI. CONCRETING WORKS/ CEMENT CONCRETE PAVEMENT**

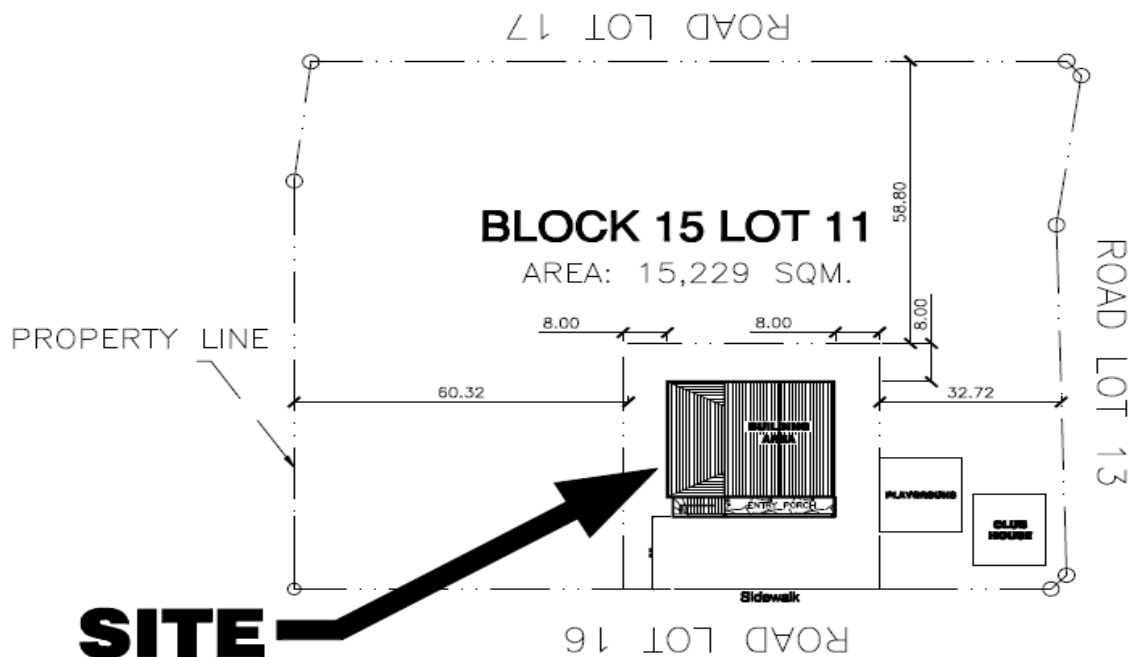
- A.** All forms shall be rigidly supported on a bed of thoroughly compacted material during the entire operation of placing and finishing the concrete. They shall be set with their faces vertical so as to produce a surface complying with the tolerance equal to a maximum of  $\pm 1.00$  mm.
- B.** This work shall consist of construction of a pavement of Portland cement concrete (Pumpcrete Design) on a prepared base. Three (3) samples shall be prepared for Material testing. Design mix should have a minimum of 2,500 psi concrete strength that shall be reflected on material test results.
- C.** Reinforcing steel and temperature bars to be used shall be Grade 33. Material testing shall be also performed prior to installation of material onsite.
- D.** Entry and Exit Ramps should follow a minimum design of 1:8 H:V or not higher that elevation height of sidewalk level.



**AFP RETIREMENT AND SEPARATION BENEFITS SYSTEM**  
424 Capinpin Avenue, Camp Gen. Emilio Aguinaldo, Quezon City

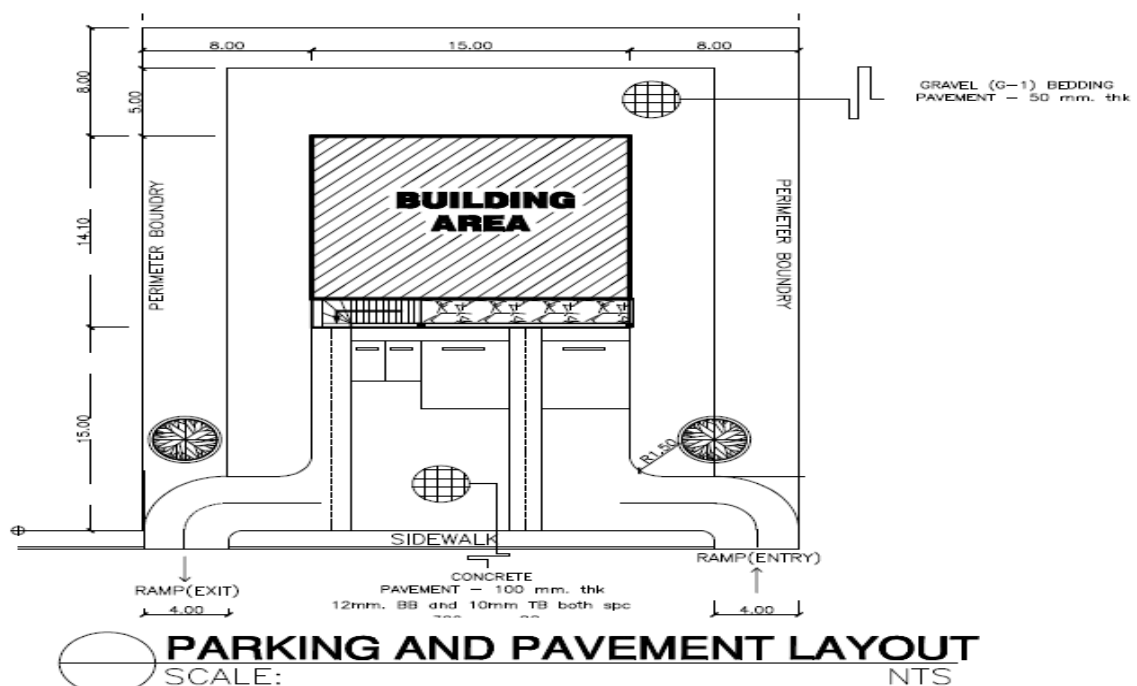
**PLANS**

**CONSTRUCTION OF PAVING AND PATHWALK OF VILLA SEGOVIA ESTATES  
MULTI-PURPOSE BUILDING, SANTA ROSA CITY, LAGUNA**



\* Note: All units in m.

**SITE DEVELOPMENT PLAN (BLOW-UP)**  
SCALE: NTS



## Bid Securing Declaration

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REPUBLIC OF THE PHILIPPINES )  
 CITY OF \_\_\_\_\_ ) S.S.  
 X-----X

### BID-SECURING DECLARATION

Invitation to Bid/Request for Expression of Interest No. 1: [insert reference number]

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

I/We<sup>2</sup>, 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 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<sup>3</sup>, if I/We have committed any of the following actions:
  - (i) Withdrawn my/our Bid during the period of bid validity required in the Bidding Documents; or
  - (ii) Fail or refuse to accept the award and enter into contract or perform any and all acts necessary to the execution of the Contract, in accordance with the Bidding Documents after having been notified of your acceptance of our Bid during the period of bid validity.
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;

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<sup>1</sup> Select one and delete the other.

<sup>2</sup> Select one and delete the other. Adopt same instruction for similar terms throughout the document.

<sup>3</sup> Issued by the GPPB through GPPB Resolution 03-2012 on 27 January 2012

<sup>4</sup> Select one and delete the other.

(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;

(c) I am/We are declared as the bidder with the Lowest Calculated and Responsive Bid/Highest Rated and Responsive Bid<sup>4</sup>, 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'S  
AUTHORIZED REPRESENTATIVE]  
[Insert signatory's legal capacity]  
Affiant***

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

Witness my hand seal this \_\_\_\_\_ day of [month][year].

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_, [date issued], [place issued]

ITB No. \_\_, [date issued], [place issued]

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_.

## Omnibus Sworn Statement

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REPUBLIC OF THE PHILIPPINES                    )  
CITY/MUNICIPALITY OF \_\_\_\_\_            ) S.S.

### AFFIDAVIT

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

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

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

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

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

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

*If a partnership, corporation, cooperative, or joint venture:* I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;



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

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

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

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

7. [Name of Bidder] complies with existing labor laws and standards; and
8. [Name of Bidder] is aware of and has undertaken the following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
  - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
  - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the [Name of the Project].
9. [Name of Bidder] did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any other person or official, personnel or representative of the government in relation to any procurement project or activity.

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

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

## QUOTATION FORM

ITEM No.	ITEM & DESCRIPTION	PRICE
1	<p>Construction of Paving and Pathwalk of Villa Segovia Estates Multi-Purpose building, Santa Rosa city, Laguna.</p> <p><b>Note:</b> Please secure copy of the drawings/plans and other necessary documents from the office of the Property Management and Enhancement Department (PMED).</p>	

Name of Bidder : \_\_\_\_\_

Delivery Period : 60 calendar days

After having carefully read and accepted your conditions above, I/we quote you on the item at prices noted above.

\_\_\_\_\_  
Print Name / Signature

Tel. No. \_\_\_\_\_

Fax No. \_\_\_\_\_

E-mail address \_\_\_\_\_

Date \_\_\_\_\_

TIN \_\_\_\_\_