

## Bid Form

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Date: \_\_\_\_\_  
 Invitation to Bid<sup>1</sup> N°: \_\_\_\_\_

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

Gentlemen and/or Ladies:

Having examined the Bidding Documents including 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 Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB Clause Error! Reference source not found.** and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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:<sup>2</sup>

Name and address of agent	Amount and Currency	Purpose of 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.

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<sup>1</sup> If ADB, JICA and WB funded projects, use IFB.

<sup>2</sup> Applicable only if the Funding Source is the ADB, JICA or WB.

We certify/confirm that we comply with the eligibility requirements as per **ITB Clause Error! Reference source not found.** of the Bidding Documents.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity] [for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

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.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
*[signature]*

\_\_\_\_\_  
*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

**Bid Form**

**We/I shall provide all necessary manpower, materials and supervision to the accomplishment of the following items of works:**

I. Total Amount Due to Guards	No. of Guards	<b>PROPOSAL (PhP)*</b>
A. Area 1,2, and 3 (Regular Shift, 7 days)	62	
B. Area 1,2, and 3 (Regular Shift, 5 days)	3	
C. Area 1,2, and 3 (Night Shift)	27	
D. Area 4 (Regular Shift)	14	
E. Area 5 (Region III, Regular Shift)	2	
F. Area 5 (Region III, Night Shift)	2	
G. Area 5 (General Nakar, Regular Shift)	3	
H. Area 5 (General Nakar, Night Shift)	2	
<b>TOTAL AMOUNT FOR LABOR</b>		
II. Tools and Equipment		
III. Agency Fee (DOLE Labor Advisory 15 series 2019)		
IV. Value Added Tax		
V. Total Bid Price		

\*Breakdown of proposal (BF-3 to BF-7)

**TOTAL BID PRICE FOR ONE YEAR**

**(Amount in Words)**

**(PhP \_\_\_\_\_)**  
**(Amount in Figures)**

**BF-2**

**Bid Form**

**We/I shall provide all necessary manpower, materials and supervision to the accomplishment of the following items of works:**

<b>AREA 1,2, and 3 (Wage Order No NCR-22)</b>	<b>Standard Rate</b>	<b>Regular Shift (RS)</b>		<b>Night Shift (NS)</b>
No. of Guards		62	3	27
Days worked per week		7	5	7
A. Amount directly to Guard				
Daily Wage	537.00			
Ave. pay/mo.	7days: 17,609.13		0.00	
	5days: 11,679.75	0.00		0.00
Night Differential Pay	1760.91	0.00	0.00	
13 <sup>th</sup> Month Pay	1,361.15			
5 Days Incentive Pay	223.75			
Uniform Allowance (RA 5487)	100.00			
SUBTOTAL (A)				
B. Employers Contribution to Premium				
Retirement Benefit (RA 7641)	1,006.88			
SSS Premium	RS-7days: 1,657.50		0.00	0.00
	RS-5days: 1,147.50	0.00		0.00
	NS: 1,700.00	0.00	0.00	
Mandatory Provident Fund	85.00	0.00	0.00	
PhilHealth	7days: 264.14		0.00	
	5days: 175.20	0.00		0.00
State Insurance Fund	7days: 30.00		0.00	
	5days: 10.00	0.00		0.00
Pag-IBIG	100.00			
SUBTOTAL (B)				
TOTAL (A+B)				

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**(Amount in Words)**

**(PhP \_\_\_\_\_ )**  
**(Amount in Figures)**

\_\_\_\_\_  
**Authorized Representative / Signature over Printed Name**

\_\_\_\_\_  
**Position / Title**

**Bid Form**

**We/I shall provide all necessary manpower, materials and supervision to the accomplishment of the following items of works:**

<b>AREA 4 (Wage Order No IVA-18-3<sup>rd</sup> Tranche)</b>	<b>Standard Rate</b>	<b>Regular Shift</b>
No. of Guards		14
Days worked per week		7
<b>A. Amount directly to Guard</b>		
Daily Wage	373.00	
Ave. pay/mo.	12,231.29	
Night Differential Pay	0.00	
13 <sup>th</sup> Month Pay	945.45	
5 Days Incentive Pay	155.42	
Uniform Allowance (RA 5487)	100.00	
<b>SUBTOTAL (A)</b>		
<b>B. Employers Contribution to Premium</b>		
Retirement Benefit (RA 7641)	699.38	
SSS Premium	1,147.50	
PhilHealth	183.47	
State Insurance Fund	10.00	
Pag-IBIG	100.00	
<b>SUBTOTAL (B)</b>		
<b>TOTAL (A+B)</b>		

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**(Amount in Words)**

**(PhP \_\_\_\_\_)**  
**(Amount in Figures)**

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**Authorized Representative / Signature over Printed Name**

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**Position / Title**

**BF-4**

**Bid Form**

**We/I shall provide all necessary manpower, materials and supervision to the accomplishment of the following items of works:**

<b>AREA 5 (Wage Order No IVA-18-3<sup>rd</sup> Tranche)</b>	<b>Standard Rate</b>	<b>Regular Shift (RS)</b>	<b>Night Shift (NS)</b>
No. of Guards		3	2
Days worked per week		7	7
A. Amount directly to Guard			
Daily Wage	373.00		
Ave. pay/mo.	12,131.29		
Night Differential Pay	1,223.13	0.00	
13 <sup>th</sup> Month Pay	945.45		
5 Days Incentive Pay	155.42		
Uniform Allowance (RA 5487)	100.00		
SUBTOTAL (A)			
B. Employers Contribution to Premium			
Retirement Benefit (RA 7641)	699.38		
SSS Premium	RS: 1,147.50		0.00
	NS: 1,232.50	0.00	
PhilHealth	183.47		
State Insurance Fund	10.00		
Pag-IBIG	100.00		
SUBTOTAL (B)			
TOTAL (A+B)			

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**(Amount in Words)**

**(PhP \_\_\_\_\_)**  
**(Amount in Figures)**

\_\_\_\_\_  
**Authorized Representative / Signature over Printed Name**

\_\_\_\_\_  
**Position / Title**  
**BF-5**

**Bid Form**

**We/I shall provide all necessary manpower, materials and supervision to the accomplishment of the following items of works:**

<b>AREA 5 (Wage Order No III-22)</b>	<b>Standard Rate</b>	<b>Regular Shift (RS)</b>	<b>Night Shift (NS)</b>
No. of Guards		2	2
Days worked per week		7	7
A. Amount directly to Guard			
Daily Wage	420.00		
Ave. pay/mo.	13,772.50		
Night Differential Pay	1,377.25	0.00	
13 <sup>th</sup> Month Pay	1,064.58		
5 Days Incentive Pay	175.00		
Uniform Allowance (RA 5487)	100.00		
SUBTOTAL (A)			
B. Employers Contribution to Premium			
Retirement Benefit (RA 7641)	787.50		
SSS Premium	RS: 1,275.00		0.00
	NS: 1,402.50	0.00	
PhilHealth	206.59		
State Insurance Fund	30.00		
Pag-IBIG	100.00		
SUBTOTAL (B)			
TOTAL (A+B)			

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**(Amount in Words)**

**(PhP \_\_\_\_\_)**  
**(Amount in Figures)**

\_\_\_\_\_  
**Authorized Representative / Signature over Printed Name**

\_\_\_\_\_  
**Position / Title**  
**BF-6**



ITEMS	QTY.	AMOUNT
<b>A. COMMUNICATION EQUIPMENT:</b>		
1. Base Radio complete accessories	2	
2. Repeater Station to be installed as determined by Mgr. Asset Mgt. Dept.	2	
3. Handheld Portable 2-way Radio (48 deployed/4 reserved)	52	
4. Battery Charger for portable radio	52	
5. Extra Rechargeable radio battery	7	
6. Cellular Phone (with 500 monthly load allocation)	7	
<b>B. VEHICLES:</b>		
1. 4x4 Pick-up Service Vehicle with at least 12 liters of fuel allocation per day.	2	
2. Off-road Motorcycle (Enduro) with at least four (4) liters of fuel allocation per day.	10	
3. Motorcycle, non-off road with at least 3.5-liter fuel allocation per day.	4	
4. Male Draft Horse (complete with reins and saddle)	8	
<b>C. ARMAMENTS: w/basic load ammunition</b>		
1. Shotgun	32	
2. 9 MM Pistol with one (1) extra fully loaded magazine for each SG	24	
<b>D. OTHER LOGISTICS:</b>		
1. Computer with complete accessories & printer	2	
2. Digital Camera (8.0 MP minimum)	4	
3. Reflectorized traffic vest	115	
4. Rechargeable heavy duty flashlight	115	
5. HD CCTV 1080P with 10 surveillance cameras with night vision	1	
6. Metal Detector	4	
7. Utility Umbrella (big canopy)	13	
8. Under chassis inspection mirror	4	
9. Dip stick	5	
10. Baton & hand cuff	115	
11. Rain boots /coats	115	
12. Leather belt pouches	115	
13. First Aid Kit-compulsory for all guards on duty	115	

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(Amount in Words)

(PhP \_\_\_\_\_)  
(Amount in Figures)

BF-7

**This is to certify that we/I have prepared and/or checked and reviewed the Contract Scope of Work and Prices submitted with this Bid.**

**Very truly yours,**

\_\_\_\_\_  
**Authorized Representative / Signature over Printed Name**

\_\_\_\_\_  
**Position / Title**

**Name of Firm:**

\_\_\_\_\_

**Address:**

\_\_\_\_\_

**Date Accomplished:**

\_\_\_\_\_

## Contract Agreement Form

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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, viz., [*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*] (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 shall be deemed to form and be read and construed as part of this Agreement, viz.:
  - (a) the Supplier’s Bid, including the Technical and Financial Proposals, and all other documents/statements submitted (*e.g.* bidder’s response to clarifications on the bid), including corrections to the bid resulting from the Procuring Entity’s bid evaluation;
  - (b) the Schedule of Requirements;
  - (c) the Technical Specifications;
  - (d) the General Conditions of Contract;
  - (e) the Special Conditions of Contract;
  - (f) the Performance Security; and
  - (g) the Entity’s Notice of Award.
3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract
4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

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.

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Entity)

Signed, sealed, delivered by \_\_\_\_\_ the \_\_\_\_\_ (for the Supplier).

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

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

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

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice

(A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

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

**NAME OF NOTARY PUBLIC**

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

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

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

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

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

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

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

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

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

\* This form will not apply for WB funded projects.

## Bank Guarantee Form for Advance Payment

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To: *[name and address of PROCURING ENTITY]*  
*[name of Contract]*

Gentlemen and/or Ladies:

In accordance with the payment provision included in the Special Conditions of Contract, which amends Clause **Error! Reference source not found.** of the General Conditions of Contract to provide for advance payment, *[name and address of Supplier]* (hereinafter called the "Supplier") shall deposit with the PROCURING ENTITY a bank guarantee to guarantee its proper and faithful performance under the said Clause of the Contract in an amount of *[amount of guarantee in figures and words]*.

We, the *[bank or financial institution]*, as instructed by the Supplier, agree unconditionally and irrevocably to guarantee as primary obligator and not as surety merely, the payment to the PROCURING ENTITY on its first demand without whatsoever right of objection on our part and without its first claim to the Supplier, in the amount not exceeding *[amount of guarantee in figures and words]*.

We further agree that no change or addition to or other modification of the terms of the Contract to be performed thereunder or of any of the Contract documents which may be made between the PROCURING ENTITY and the Supplier, shall in any way release us from any liability under this guarantee, and we hereby waive notice of any such change, addition, or modification.

This guarantee shall remain valid and in full effect from the date of the advance payment received by the Supplier under the Contract until *[date]*.

Yours truly,

Signature and seal of the Guarantors

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*[name of bank or financial institution]*

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*[address]*

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*[date]*



**BID SECURING DECLARATION FORM**

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**REPUBLIC OF THE PHILIPPINES)**  
**CITY OF \_\_\_\_\_) S.S.**

X-----X

**BID SECURING DECLARATION**  
**Invitation to Bid: [Insert Reference number]**

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

I/We<sup>3</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, 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 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;
  - (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.

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<sup>3</sup> Select one and delete the other. Adopt the same instruction for similar terms throughout the document.

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 and seal this \_\_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**

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

Doc. No. \_\_\_\_\_  
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Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

**STATEMENT OF ALL ONGOING GOVERNMENT AND PRIVATE CONTRACTS, INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED**

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

a. Name of Contract b. Location c. Project Cost	a. Contact Person b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding
			Description	%		Planned	Actual	
<u>Government</u>								
<u>Private</u>								

Note: The statement shall be supported with:

1. Notice of Award
2. Notice to Proceed / PO issued

Submitted by: \_\_\_\_\_  
(Printed Name & Signature)

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

## STATEMENT IDENTIFYING SINGLE LARGEST CONTRACTS WHICH IS SIMILAR IN NATURE

a. Name of Contract b. Location c. Project Cost	a. Contact Person b. Address c. Telephone Nos.	Nature of Work	Contractor's Role		a. Amount of Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Description	%		

Note: The statement shall be supported with:

1. Contract
2. Certificate of Satisfactory Performance
3. Certificate of Acceptance

Items two (2) and (3) can be a combination of both (i.e. Certificate of Acceptance stating explicitly with "Satisfactory Service")

Submitted by: \_\_\_\_\_

(Printed Name & Signature)

Designation: \_\_\_\_\_

Date: \_\_\_\_\_

## COMPUTATION OF NET FINANCIAL CONTRACTING CAPACITY

The Net Financial Contracting Capacity (NFCC) is computed as follows:

**NFCC** = [(current asset minus current liabilities) (15)] minus the Value of all outstanding works under ongoing contracts including awarded contracts yet to be started

	Amount
Current Assets	
Minus: Current Liabilities	
Sub-Total	
Multiplied by Value of K	
Subtotal	
Minus: Value of all Outstanding Services under ongoing contracts including awarded contracts yet to be started coinciding with the contract to be bid.	
<b>NFCC</b>	

Submitted By:

\_\_\_\_\_  
Name of the Firm/Contractor

\_\_\_\_\_  
Signature of Representative

**Affidavit of Disclosure of No Relationship**

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I, [*name of the affiant*], [*state nationality*], of legal age, [*state status*], after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am the authorized representative of [*insert name of Bidder*] with office address at [*insert address*] an established and reputable Supplier of [*insert name and/or description of the GOODS*] for the bidding of [*insert name of the Project*] by the [*insert name of PROCURING ENTITY*] (hereinafter referred to as the "PROCURING ENTITY");
2. None of the [*officers/directors/controlling stockholders/members/owners*] of the [*name of the Bidder*] are related by consanguinity or affinity up to the third civil degree to the Head of the PROCURING ENTITY or any of the PROCURING ENTITY's officers or employees having direct access to information that may substantially affect the result of the bidding, such as, but not limited to, the members of the Bids and Awards Committee (BAC), the members of the Technical Working Group (TWG), the BAC Secretariat, the members of the Project Management Office (PMO), and the designers of the project.
3. I am making this statement in compliance with Section 47 of the Implementing Rules and Regulations Part A of Republic Act 9184, and in accordance with the requirements of the PROCURING ENTITY.
4. I understand and accept that any false statement in this respect will render [*name of the Bidder*], and its authorized officers liable for prosecution to the full extent of the law.

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

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Affiant

SUBSCRIBED AND SWORN to me before me this \_\_\_\_\_ day of \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Notary Public

Doc. No. \_\_\_\_\_ :  
Page No. \_\_\_\_\_ :  
Book No: \_\_\_\_\_ :  
Series of 20 \_\_\_\_\_



Republic of the Philippines  
**METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM**  
 CORPORATE OFFICE



Name of Procuring Entity: MWSS

Project Reference Number: MWSS-2021-MYSS

Name of the Project:

**Engagement of Security Services for MWSS Facilities**

Location of the Project: **Different MWSS Areas**

**CERTIFICATE OF AUTHENTICITY**

**CERTIFICATION**

I, \_\_\_\_\_ (*Representative of the Bidder*), of legal age, \_\_\_\_\_ (*civil status*), residing at \_\_\_\_\_, hereby depose and say;

1. That I am the \_\_\_\_\_ (*Position of the Bidder*) of the \_\_\_\_\_ (*Name of Bidder*) with office address at \_\_\_\_\_ (*Address of the Bidder*);
2. That each of the documents submitted is an authentic and original copy or a true and faithful reproduction of the original, complete and that all statements and information provided therein are true and correct;
3. That I am making this statement as part of the eligibility requirement of Name of the Bidder for Name of the Project.

IN FAITH WHEREOF, I hereby affix my signature this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, in the City of \_\_\_\_\_, Philippines.

\_\_\_\_\_  
 Affiant

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, affiant exhibiting to me his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
 (Notary Public)

Until \_\_\_\_\_  
 PTR No. \_\_\_\_\_  
 Date \_\_\_\_\_  
 Place \_\_\_\_\_  
 TIN \_\_\_\_\_

Doc. No. \_\_\_\_\_ :  
 Page No. \_\_\_\_\_ :  
 Book No: \_\_\_\_\_ :  
 Series of 20 \_\_\_\_\_





Republic of the Philippines  
METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM  
CORPORATE OFFICE



Name of Procuring Entity: MWSS

Project Reference Number: MWSS-2021-MYSS

Name of the Project:

Engagement of Security Services for MWSS Facilities

Location of the Project: Different MWSS Areas

**CERTIFICATION AS TO COMPLIANCE OF EXISTING LABOR LAWS AND STANDARDS**

Date of Opening of Bids: \_\_\_\_\_

I, \_\_\_\_\_ (*Name of the Representative of the Bidder*), of legal age, with residence and address at \_\_\_\_\_, after having been duly sworn to in accordance with law, hereby depose and say:

1. That I am the \_\_\_\_\_ (*Position of the representative of the Bidder*) of \_\_\_\_\_ (*Name of the Bidder*);
2. That our firm/company shall abide with the existing labor laws and standards, rules and regulations of the Department of Labor and Employment (DOLE) in connection with the implementation of the project.
3. That if our Firm/company violates any rule and regulations as prescribed for by DOLE, I/We will accept sanctions that may be imposed on our firm.

IN FAITH WHEREOF, I hereby affix my signature this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the City of \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Affiant

SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, affiant exhibiting to me his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
(Notary Public)

Until \_\_\_\_\_  
PTR No. \_\_\_\_\_  
Date \_\_\_\_\_  
Place \_\_\_\_\_  
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Republic of the Philippines  
METROPOLITAN WATERWORKS AND SEWERAGE SYSTEM  
CORPORATE OFFICE



Name of Procuring Entity: MWSS

Project Reference Number: MWSS-2021-MYSS

Name of the Project:

**Engagement of Security Services for MWSS Facilities**

Location of the Project: **Different MWSS Areas**

**LETTER OF AUTHORITY TO VALIDATE SUBMITTED DOCUMENTS**

Head of Procuring Entity

Name of Procuring Entity

Address of the Procuring Entity

Attention : The Chairman  
Bids and Awards Committee

Dear Sir/Madame:

Reference is made to our Application for Eligibility and to Bid for the hereunder project/contract

Name of Project : \_\_\_\_\_  
Location : \_\_\_\_\_  
Brief Description : \_\_\_\_\_

In accordance with Republic Act 9184 and its Implementing Rules and Regulations (IRR), we/I hereby authorize the (Name of Procuring Entity) or its authorized representative/s to verify the statements, documents and information submitted herewith to substantiate our eligibility.

The following persons, including telephone/fax numbers may be contacted to provide further information with regard to this application:

	Name	Tel. Number	Fax Number
a. Technical Matters	_____	_____	_____
b. Financial Matters	_____	_____	_____
c. Personnel Matters	_____	_____	_____

Very truly yours,

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

By:

\_\_\_\_\_  
Name & Signature of Authorized Representative  
Position/Designation: \_\_\_\_\_  
Date: \_\_\_\_\_

\_\_\_\_\_