PURCHASE REQUEST

Load Capacity 150kg. / level Color Grey Gauge 20 Warranty of Materials Six (6) months on workmanship Nothing Follows Nothing Follows Nothing Follows THE OF PROCUREMENT/FURPOSE: supply and installation of five layer steel rack REQUESTED BY: FUNDING FOR CONTRACTED OUT REPAIRMENT/FURPOJECT: Engr. JERICHIO, BRAGADO Office GSD Date Dir. PACIFICO A. AVENIDO JR. OIC, Applinistrativy Services Date OIC, Applinistrativy Services Date OIC, Undersocretary Date Signatory is per DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Signatory is per DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Signatory is per DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Positions Usquisso; Sup PD DO No. 2017-06-0001, Pages editate Name and Posi	Entity Name: Division/Office:		DEPARTMENT OF ENERGY	Fund Cluster: 01					
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Department of Energy

Terms of Reference

Project	

Supply and Installation of Five Layer Steel Open Rack

Location

Energy Center, Rizal Drive, Bonifacio Global City(BGC), Taguig City

Items no.	Qty	Unit	Desc	cription	Unit Cost	Total Cost			
1	15	unit	Five Layer Ste	el Open Rack	11,000.00	165,000.00			
			Dimension						
			Height	2000 mm					
			Depth	400 mm					
			Length	1200 mm					
			Gauge	20					
		Capacity		150kg. / level					
		Color		Grey					
		Materials		One (1) year on	materials				
				Six (6) months of	n workmanship				

Other Terms and Condition

- 1. The supplier must submit photos and/or brochures of the items subject to review and approval by the End-user.
- 2. The bidders offered items will be evaluated by end-user according to its specification, quality and price and will be award on per item basis.
- 3. The price qouted must be firm and irrevocable for three(3) months period and not subject to any change whatsoever even due to change of cost of raw material components and flunctuations in foreign exchange rates and excise duties.
- 4. Bid price must be in Philippine currency and must include all cost (including, but not limited to duties and taxes related to the materials purchase, etc.
- 5. Delivery Terms: Within 30 days upon receipt of Purchase Order.
- 6. Payment within 30 days upon receipt and acceptance of delivery thru LDDAP ADA

Endorsed by:

MA. CECILIA P. BALDOS

Chief, HRMD

Approved by:

Dir. PACIFICO A. AVENIDO,

OIC, Administrative Services

+ + 1 11

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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

AFFIDAVIT

- l, [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;
- [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]