




PURCHASE REQUEST

Entity Name: **DEPARTMENT OF ENERGY** Fund Cluster: **01**

Division/Office : **PR No. 01-0101-2021-03-0043** 15-Mar-21
ITMS-ISD Responsibility Center Code : **09-001-00-00000-14-02-000**

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost (Php)	Total Cost (Php)
	unit	Printing Equipment (Dot Matrix Printer)	12	15,000.00	180,000.00
		Nothing Follows			
					180,000.00

TITLE OF PROCUREMENT/PURPOSE: **Implementation of DOE CY2021 Information System Strategic Plan (ISSP). - Capital Outlay (CO)**

<p>REQUESTED BY:</p> <p align="center"></p> <p><u>ADELITO A. POLICARPIO</u> ITO II, ISD _____ DATE _____ <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name and Position)</small></p>	<p>FUNDING FOR CONTRACTED-OUT REPAIR/SERVICES/PROJECT:</p> <p>ESTIMATED AMOUNT: <u>₱ 180,000.00</u></p> <p>ALLOCATED PROVIDED: <u></u> 3/21/2021 ELISA B. MORALES  Chief, Budget Division</p>
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<p>RECOMMENDED BY:</p> <p align="center"></p> <p><u>RAUL C. DRAPETE</u> Chief, ISD _____ DATE _____ <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name and Position)</small></p>	<p>APPROVED BY:</p> <p align="center"></p> <p><u>HERMINIO A. ARIOLA, CESO IV</u> Director, ITMS _____ DATE _____ <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name and Position)</small></p>
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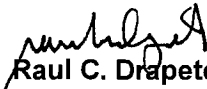
**TERMS OF REFERENCE
PRINTING EQUIPMENT
ABC: Php 180,000**

TERMS OF REFERENCE/ TECHNICAL SPECIFICATIONS	
1. Dot Matrix Printer (12 unit) Unit Price – Php 15,000.Total Price – Php 180,000	
Print Method:	Impact dot matrix
Print Direction:	Bi-direction
Number of Pins in Head:	9 pins
Number of Pins:	9
Print Speed:	High Speed Draft: (10 / 12 / 15 cpi): 347 / 357 / 390 cps
Print Characteristics:	Character Sets: Italic table, PC437 (US Standard Europe), PC850 (Multilingual), Abicomp, BRASCII, Roman 8, ISO Latin 1, PC 858, ISO 8859-15 Barcode: EAN-13, EAN-8, Interleaved 2 of 5, UPC-A, UPC-E, Code 39, Code 128, Postnet
Paper Path:	Manual Insertion: Rear in, Top out Push Tractor: Rear in, Top out
Paper Media:	Cut Sheet (Single Sheet): Length: 100 ~ 364mm (3.9 ~ 14.3") Width: 100 ~ 257mm (3.9 ~ 10.1") Thickness: 0.065 ~ 0.14mm (0.0025 ~ 0.0055") Cut Sheet (Multi-part Forms): Length: 100 ~ 364mm (3.9 ~ 14.3") Width: 100 ~ 257mm (3.9 ~ 10.1") Thickness: 0.12 ~ 0.39mm (0.0047 ~ 0.015") (Total) Continuous Paper (Single Sheet / Multi-part): Length: 101.6 ~ 558.8mm (4.0 ~ 22.0") Width: 101.6 ~ 254.0mm 4.0 ~ 10.0") Thickness: 0.065 ~ 0.39mm (0.0025 ~ 0.015") (Total) Envelope (No.6): Length: 92mm (3.6") Width: 165mm (6.5") Thickness: 0.16 ~ 0.52mm (0.0063 ~ 0.0205") (Total) Envelope (No.10): Length: 105mm (4.1") Width: 241mm (9.5") Thickness: 0.16 ~ 0.52mm (0.0063 ~ 0.0205") (Total) Roll Paper: Width: 216mm (8.5") Thickness: 0.07 ~ 0.09mm (0.0028 ~ 0.0035")
Supported OS and Applications:	Microsoft® Windows® 2000 / XP / Vista / 7 / 8 / 8.1 / 10
Interface:	Standard: Bi-directional parallel (IEEE-1284 nibble mode supported) USB 2.0 Full-Speed Serial
Warranty	At least 1-year Warranty on parts and on-site services
Accessories	- 3 meters USB 2.0 printer cable

Additional Cartridge	Ribbon - 50 pieces Ribbon Cartridge Black	
Other Requirements: <ul style="list-style-type: none">A. Only one product brand should be offered by the bidder for item/s that that has more than one unit requirement.B. The price quoted must be firm and irrevocable and not subject to any changes whatsoever even due to the cost of raw material components and fluctuations in foreign exchange rates and excise dutiesC. Bid price must be inclusive of all costs (insurance, freight, brokerage, duties and taxes, etc.) attendant to the delivery of the items at DOE.D. The Supplier must conduct operational demonstration of the item as part of the end-user acceptance.E. The Supplier must replace defective items within a week after return.		

Prepared by:


Angelica F. Corpus
Computer Operator II, ISD


Raul C. Drapete
Chief, ISD

Approved by:


Herminio A. Ariola. CESO IV
Director, ITMS

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]