

PURCHASE REQUEST

Entity Name: **DEPARTMENT OF ENERGY**

Fund Cluster:

Division/Office : GSD		PR No. 01-0101-2021-06-0141 Responsibility Center Code : 09-001-00-00000-12-01	Date: 07 June 2021		
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	tin	Semigloss Latex Paint, 4gal/tin Boysen or equivalent	15	2,650.00	39,750.00
	tin	Flatwall Enamel Paint, 4gal/tinBoysen or equivalent	15	2,300.00	34,500.00
	pc	Plyboard 3/4" x 4' x 8'	20	1,350.00	27,000.00
	pc	Plywood 1/2" x 4' x 8'	20	700.00	14,000.00
	pc	G.I Pipe 2" x 20', sch. 40	20	2,600.00	52,000.00
	pc	G.I Pipe 1 1/2" x 20', sch. 40	15	1,950.00	29,250.00
	pc	G.I Pipe 1" x 20', sch. 40	10	1,250.00	12,500.00
	pc	G.I Pipe 3/4" x 20', sch. 40	20	900.00	18,000.00
	pc	G.I Pipe 1/2" x 20', sch. 40	20	650.00	13,000.00
	pc	G. I Union Patente 2"	10	700.00	7,000.00
	pc	G. I Union Patente 1 1/2"	10	500.00	5,000.00
	pc	G. I Union Patente 1"	10	270.00	2,700.00
	pc	G. I Union Patente 3/4"	15	230.00	3,450.00
	pc	G. I Elbow 2"	15	150.00	2,250.00
	pc	G. I Elbow 1 1/2"	15	130.00	1,950.00
	pc	G. I Elbow 1"	20	80.00	1,600.00
	pc	G. I Elbow 3/4"	20	50.00	1,000.00
	pc	UPVC Presurized Pipe 3" x 6m	5	1,700.00	8,500.00
	pc	UPVC Flange 90mm (3")	6	1,700.00	10,200.00
	pc	UPVC Tee 90mm (3")	2	1,900.00	3,800.00
	pc	UPVC Elbow (90°), short elbow double hub	4	1,200.00	4,800.00
	pc	Sanitary Pipe 75mm 3" x 3m	20	650.00	13,000.00
	pc	Sanitary Elbow 90°, 75mm	10	75.00	750.00
	pc	Sanitary Tee 75mm	10	100.00	1,000.00
	can	Waterproof leak repair spray / sealant spray, 450ml/can	10	400.00	4,000.00
	roll	Super Strong Adhesive Tape Butyl Waterproof Rubber Foil Aluminum Self Adhesive, 5m/roll	10	400.00	4,000.00
	set	Lavatory Faucet 1/2", single cold, lever type,	10	250.00	2,500.00
	set	Lavatory Faucet 1/2", hot and cold	10	1,000.00	10,000.00
	set	Lavatory Faucet 1/2", single, stainless, gooseneck	10	400.00	4,000.00
	set	Tank fittings, lever type, American standard	15	350.00	5,250.00
	set	Tank fittings, Push type, American standard	15	300.00	4,500.00
	pc	Teflon Tape, 1/2" x 10m	50	25.00	1,250.00
	set	Garden Faucet, 1/2"	10	160.00	1,600.00
	unit	Water Closet, G LPE, Front Lever, Round front toilet	8	9,000.00	72,000.00
	set	Water closet seat cover	40	1,872.00	74,880.00
	box	Welding Rod 1/8, 5kl/box, nihonweld or equivalent	5	1,200.00	6,000.00
	box	Blind rivet, 1/8" x 1/2"	5	350.00	1,750.00
	box	Woodscrew 1 1/2", 500pcs/box	10	350.00	3,500.00
	pc	Grinding Discs 4"	10	180.00	1,800.00
	set	Padlocks 50mm, yale or equivalent	10	280.00	2,800.00
	set	Entrance Door Lockset, Yale or equivalent	20	550.00	11,000.00
----- Nothing Follows -----					

TITLE OF PROCUREMENT/PURPOSE: Procurement of needed materials for the preventive maintenance of building hardwares, waterline, sewerline and plumbing accessories

<p>REQUESTED BY:</p> <p style="text-align: center;"><u>Engr. JERICHO O. BRAGADO</u> Chief, GSD</p> <p style="text-align: right;">Date _____</p> <p><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: 517,830.00</p> <p>ALLOCATED PROVIDED: <u>9</u></p> <p style="text-align: right;"><u>ELISA B. MORALES</u> Chief, Budget Division</p>
<p>RECOMMENDED BY:</p> <p style="text-align: center;"><u>Dir. PACIFICO A. AVENIDO JR.</u> Administrative Services</p> <p style="text-align: right;">Date _____</p> <p><small>(Signatory as per DO No. 2017-06-0008. Please indicate Name and Position)</small></p>	<p>APPROVED BY:</p> <p style="text-align: center;"><u>OIC-Usec. ROBERTO UY</u></p> <p style="text-align: center;">OIC, Undersecretary</p> <p style="text-align: right;"><u>2 June 21</u> Date</p> <p><small>(Signatory as per DO No. 2017-06-0008. Please indicate Name and Position)</small></p>

PMLC (ENGR) (IMR) (JPE) (ASC)

Department of Energy

General Service Division (GSD)

Terms of Reference

Project Procurement of needed materials for the preventive maintenance of building hardwares,
waterline, sewerline and plumbing accessories
Location Energy Center, Rizal Drive, Bonifacio Global City(BGC), Taguig City

Item no.	Qty	unit	Description	Unit Cost	Total Cost
1	15	tin	Semigloss Latex Paint, 4gal/tin Boysen or equivalent	2,650.00	39,750.00
2	15	tin	Flatwall Enamel Paint, 4gal/tinBoysen or equivalent	2,300.00	34,500.00
3	20	pc	Plyboard 3/4" x 4' x 8'	1,350.00	27,000.00
4	20	pc	Plywood 1/2" x 4' x 8'	700.00	14,000.00
5	20	pc	G.I Pipe 2" x 20', sch. 40	2,600.00	52,000.00
6	15	pc	G.I Pipe 1 1/2" x 20', sch. 40	1,950.00	29,250.00
7	10	pc	G.I Pipe 1" x 20', sch. 40	1,250.00	12,500.00
8	20	pc	G.I Pipe 3/4" x 20', sch. 40	900.00	18,000.00
9	20	pc	G.I Pipe 1/2" x 20', sch. 40	650.00	13,000.00
10	10	pc	G. I Union Patente 2"	700.00	7,000.00
11	10	pc	G. I Union Patente 1 1/2"	500.00	5,000.00
12	10	pc	G. I Union Patente 1"	270.00	2,700.00
13	15	pc	G. I Union Patente 3/4"	230.00	3,450.00
14	15	pc	G. I Elbow 2"	150.00	2,250.00
15	15	pc	G. I Elbow 1 1/2"	130.00	1,950.00
16	20	pc	G. I Elbow 1"	80.00	1,600.00
17	20	pc	G. I Elbow 3/4"	50.00	1,000.00
18	5	pc	UPVC Presurized Pipe 3" x 6m	1,700.00	8,500.00
19	6	pc	UPVC Flange 90mm (3")	1,700.00	10,200.00
20	2	pc	UPVC Tee 90mm (3")	1,900.00	3,800.00
21	4	pc	UPVC Elbow (90°), short elbow double hub	1,200.00	4,800.00
22	20	pc	Sanitary Pipe 75mm 3" x 3m	650.00	13,000.00
23	10	pc	Sanitary Elbow 90°, 75mm	75.00	750.00
24	10	pc	Sanitary Tee 75mm	100.00	1,000.00
25	10	can	Waterproof leak repair spray / sealant spray, 450ml/can	400.00	4,000.00
26	10	roll	Super Strong Adhesive Tape Butyl Waterproof Rubber Foil Aluminum Self Adhesive, 5m/roll	400.00	4,000.00
27	10	set	Lavatory Faucet 1/2", single cold, lever type,	250.00	2,500.00
28	10	set	Lavatory Faucet 1/2", hot and cold	1,000.00	10,000.00
29	10	set	Lavatory Faucet 1/2", single, stainless, gooseneck	400.00	4,000.00
30	15	set	Tank fittings, lever type, American standard	350.00	5,250.00
31	15	set	Tank fittings, Push type, American standard	300.00	4,500.00
32	50	pc	Teflon Tape, 1/2" x 10m	25.00	1,250.00
33	10	set	Garden Faucet, 1/2"	160.00	1,600.00
34	8	unit	Water Closet, G LPF ,Front Lever, Round Front Toilet	9,000.00	72,000.00

35	40	set	Water closet seat cover	1,872.00	74,880.00
36	5	box	Welding Rod 1/8, 5kl/box, nihonweld or equivalent	1,200.00	6,000.00
37	5	box	Blind rivet, 1/8" x 1/2"	350.00	1,750.00
38	10	box	Woodscrew 1 1/2", 500pcs/box	350.00	3,500.00
39	10	pc	Grinding Dics 4"	180.00	1,800.00
40	10	set	Padlocks 50mm, yale or equivalent	280.00	2,800.00
41	20	set	Entrance Door Lockset, Yale or equivalent	550.00	11,000.00
Total Amount				Php	517,830.00

Other Terms and Condition

1. The supplier must submit photos, brochures and/or sample of the items subject to review and approval by the End-user.
2. The price quoted must be firm and irrevocable for three(3) months and not subject to any change whatsoever even due to change of cost of raw material components and fluctuations in foreign exchange rates and excise duties..
3. Bids shall be on a per item basis.
4. Delivery terms: 30 days upon receipt of approved Purchase Order (PO).
5. Total Bid Price is inclusive of cost of duties, taxes and other incidental expenses.
6. Payment Terms: 30 calendar days upon submission of complete documents, subject to the usual government auditing and accounting procedures. Payment is through List of Due and Demandable Accounts Payable - Advice to Debit Account (LDDAP-ADA)
7. Including the terms and conditions in the Government standard Purchase Order Form

Prepared by

R. L. Angeles

Endorsed by :

Engr. JERICO O. BRAGADO
Chief, General Service Division

Approved by:

Dir. PACIFICO A. AVENIDO, JR
Administrative Services

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]