



PHILIPPINE INTERNATIONAL TRADING CORPORATION

5/F NDC Building, 116 Tordesillas Street, Salcedo Village, Makati City

Request for Quotation

RFQ Reference No. MPG-EP-2020-11-006

(EMERGENCY PROCUREMENT)

SUPPLY AND DELIVERY OF BRAND NEW FOUR (4) UNITS OF SHELTER SYSTEM COLLAPSIBLE TENT WITH FOUR (4) PANEL SYSTEM FOR EMERGENCY OPERATIONS CENTER (EOC) FOR THE OFFICE OF CIVIL DEFENSE (OCD)

The Philippine International Trading Corporation (PITC) and the Office of Civil Defense (OCD) intend to apply the sum of PESOS: Twelve Million Three Hundred Seven Thousand Six Hundred Ninety-Two & 28/100 (₱12,307,692.28) (Inclusive of VAT) being the Approved Budget for the Contract (ABC) to payment under the contract for the Supply and Delivery of Four (4) Units Brand New Shelter System Collapsible Tent with Four (4) Panel System for Emergency Operations Center (EOC) for the Office of Civil Defense (OCD) more particularly described as follows:

Item Description	Qty.	Approved Budget for the Contract (PhP) (VAT Inclusive)	
		Unit Price	Total Price
Shelter Systems Collapsible Tent with Four (4) Panel System for Emergency Operation Center (EOC)	4 Units	3,076,923.07	12,307,692.28

Required Delivery period and delivery place:

Delivery Period	Delivery Place
Within Thirty (30) calendar days upon receipt of Notice to Proceed.	Office of Civil Defense (OCD) Warehouse in Camp Aguinaldo, Quezon City

In view of this, may we request Suppliers who themselves are manufacturer or distributor of Shelter System to submit quotation with the following requirements, terms and conditions for compliance:

For submission:

1. Minimum Eligibility Requirements:

FOR AUTHORIZED PHILIPPINE, SUPPLIERS, DEALERS, DISTRIBUTORS OR RESELLERS:

- Registration Certificate from the Securities and Exchange Commission (SEC) for corporations, or from Department of Trade and Industry (DTI) for sole proprietorship;
- Valid and current Business/Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located OR the equivalent document for Exclusive Economic Zones or Areas;
- Valid and Current Tax Clearance per Executive Order 398 and Revenue Memorandum Order No. 46-2018, as finally reviewed and approved by the BIR;
- Copy of Audited Financial Statements for 2019 and 2018 (in comparative form or separate reports):
 - Independent Auditor's Report;
 - Balance Sheet (Statement of Financial Position); and
 - Income Statement (Statement of Comprehensive Income)

OR

Submission of valid and current PHILGEPS Certificate of Registration and Membership (Platinum Registration*) together with Annex A in lieu of items (a), (b), (c) and (d) above.



*Note: Supplier must ensure that all Class “A” Eligibility Documents are valid and current at the time of submission of PhilGEPS Certificate of Registration and Membership (Platinum Registration). In case any of the submitted Eligibility Documents are not valid and current at the time of submission of Platinum Registration, bidders are required to submit the valid and current documents including the Audited Financial Statements for 2019 and 2018 (stamped received by the BIR or its duly accredited and authorized institution) together with the Platinum Registration.

2. Technical Requirements:

a. Completely filled out PITC Technical Documents:

ANNEX	ITEM DESCRIPTION
Annex I	Technical Quotation Form
Annex I-A	Technical Specification dated 01 December 2020
Annex I-A1	Illustration / Drawing
Annex I-B	Test and Acceptance Procedures dated 10 June 2020

- b. Brochure and/or Technical Data Sheet for the item being offered **showing compliance** to the required Technical Specifications. Internet downloads may be included to supplement the information contained in the original brochures.
- c. For Manufacturers: Certification that the Bidder is the Manufacturer of the item being bid for.
- d. For Distributors or Dealers: Valid and Current Certificate of Distributorship/Dealership of the item offered, issued by the principal or manufacturer of the product (if Bidder is not the manufacturer). If the certificate is not issued by the manufacturer, bidder must also present an appropriate document showing the relationship between the manufacturer and the issuing company .
- e. List of Authorized Service Center/s in the Philippines (with parts availability, indicating address, telephone & fax numbers, email address and contact person) of item being offered;
In the event of closure of business, termination of franchisee/service center, the supplier shall notify the OCD and PITC accordingly of the new service centers with telephone numbers and address who can provide the needed parts, supplies and services;
- f. Omnibus Sworn Statement, **Annex II**;
 - i. Authority of the designated representative with corresponding proof of authorization;
 - ii. Non-inclusion in blacklist or under suspension status;
 - iii. Authenticity of Submitted Documents;
 - iv. Authority to validate Submitted Documents;
 - v. Disclosure of Relations;
 - vi. Compliance with existing labor laws and standards;
 - vii. Bidders Responsibilities;
 - viii. Did not pay any form of consideration.

3. Financial Requirements:

- a. Completely filled out PITC Financial Quotation Form: **Annex III**- Supplier’s price proposal must not be more than the ceiling price per item and must be inclusive of VAT;
- b. Price must be valid for One Hundred Twenty (120) calendar days upon submission of quotation.

Should your company be interested, you may submit your **open quotation** on or before **14 December 2020 (Monday)** not later than **5:00pm** thru the following email address:

- pio.bellosillo@pitc.gov.ph
- pio.bellosillo@pitc1973.onmicrosoft.com

Note: Maximum size of email with attachment is six (6) MB only. You may email your quotation in parts if your attachment is more than six (6) MB.



Thank you.

(SGD) MYRA CHITELLA T. ALVAREZ
Acting Vice President
Military Procurement Group

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation for the Supply and Delivery of Brand New Four (4) Units Shelter System Collapsible Tent with Four (4) Panel System for Emergency Operations Center (EOC) for the Office of the Civil Defense (OCD)

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation of Company Authorized Representative (in print)

Contact Details (Tel. No., Fax No. & Email Address)

Date



PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.

Annex I (Page 1 of 5)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
TECHNICAL QUOTATION FORM**

**SUPPLY AND DELIVERY OF BRAND NEW FOUR (4) UNITS SHELTER SYSTEM
COLLAPSIBLE TENT WITH FOUR (4) PANEL SYSTEM FOR EMERGENCY OPERATIONS
CENTER FOR THE OFFICE OF THE CIVIL DEFENSE (OCD)**

RFQ Reference No. MPG-EP-2020-11-006

EMERGENCY PROCUREMENT

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

INSTRUCTIONS TO THE SUPPLIER: Indicate “COMPLY” if Supplier’s Statement of Compliance meets the technical specifications as indicated. Do not leave any blank. A “YES” or “NO” entry will not be accepted. Failure to comply will result to rejection of the Supplier’s proposal.

Line No.	TECHNICAL SPECIFICATIONS	Supplier’s Statement of Compliance
1)	Technical Specifications of One (1) Unit Shelter System of Collapsible Tent with Four (4) Panel System for Emergency Operations Center (EOC) dated 01 December 2020 attached as Annex I-A	
2)	Illustration / Drawing as Annex I-A1	
3)	Test and Acceptance Procedure dated 10 June 2020 attached as Annex I-B	

PLEASE SPECIFY BRAND AND MODEL NO OF THE FOLLOWING ITEMS BEING OFFERED

Line No.	OTHER REQUIREMENTS	Supplier’s Statement of Compliance
4)	<p>Submission of certification of material from appropriate testing at the SGS/Intertek/MIRDC of the following:</p> <ul style="list-style-type: none"> • Fire Safety: All PP components Fire Retardant (FR) treated to meet nominal UL94 V2 standard and/or AS/NZS 1530.3-1999 as applicable • Water Resistance: Impervious to water damage and humidity in storage and service • Temperature Range: Serviceable between 05 degrees Celsius to 60 degree Celsius 	

I/We, the undersigned Manufacturer/Supplier, having examined the Technical Documents for this project hereby OFFER to (supply/deliver/perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this proposal is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date



PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.

Annex I (Page 2 of 5)

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
TECHNICAL QUOTATION FORM**

**SUPPLY AND DELIVERY OF BRAND NEW FOUR (4) UNITS SHELTER SYSTEM
COLLAPSIBLE TENT WITH FOUR (4) PANEL SYSTEM FOR EMERGENCY OPERATIONS
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RFQ Reference No. MPG-EP-2020-11-006

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INSTRUCTIONS TO THE SUPPLIER: Indicate “COMPLY” if Supplier’s Statement of Compliance meets the technical specifications as indicated. Do not leave any blank. A “YES” or “NO” entry will not be accepted. Failure to comply will result to rejection of the Supplier’s proposal.

Line No.	OTHER REQUIREMENTS	Supplier’s Statement of Compliance
4)	Markings at the right side of the door of the four (4) panels: 1) NDRRMC logo – 10 inches x 12 inches (± 1%); and 2) OCD logo each panel with markings – 6 inches in diameter (± 1%) Markings at the roof of the main building or panel 1) NDRRMC logo – 12 inches x 14 inches (± 1%); and 2) OCD logo – 8 inches in diameter (± 1%)	
Line No.	ADDITIONAL REQUIREMENTS TO BE PROVIDED BY THE BIDDER, IF AWARDED THE CONTRACT	Supplier’s Statement of Compliance
5)	To provide OCD-NDRRMC markings on the Inflatable Tents and Contractor’s Label which include: <div style="border: 1px solid black; padding: 5px; width: fit-content;"> Supplier’s Name: Contract No.: Project Name: Lot No: </div>	
	PRE-SHIPMENT/PRE-DELIVERY INSPECTION AND TESTING: 1. Pre-Delivery Inspection by the Joint OCD & PITC Technical Inspection and Acceptance Committee shall be conducted at the Supplier’s Facility in the Philippines where the item is complete and ready for inspection. 2. There will be minimum five (5) members of the Joint OCD & PITC Technical Inspection and Acceptance Committee. 3. All costs relative to the pre-delivery inspection including travel, board and lodging and related expenses shall be for the account of the supplier. 4. The pre-delivery test shall follow the procedures below: a) The Main building and one (1) quarters / accomodation building of the Shelter System of Collapsible Tent with Four (4) Panel System for Emergency Operations Center shall be the minimum requirement for visual inspection and functional testing by the Joint OCD and PITC Technical Specification and Acceptance Committee	

I/We, the undersigned Manufacturer/Supplier, having examined the Technical Documents for this project hereby OFFER to (supply/deliver/perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

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Date



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TECHNICAL QUOTATION FORM**

**SUPPLY AND DELIVERY OF BRAND NEW FOUR (4) UNITS SHELTER SYSTEM
COLLAPSIBLE TENT WITH FOUR (4) PANEL SYSTEM FOR EMERGENCY OPERATIONS
CENTER FOR THE OFFICE OF THE CIVIL DEFENSE (OCD)**

RFQ Reference No. MPG-EP-2020-11-006

EMERGENCY PROCUREMENT

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INSTRUCTIONS TO THE SUPPLIER: Indicate “COMPLY” if Supplier’s Statement of Compliance meets the technical specifications as indicated. Do not leave any blank. A “YES” or “NO” entry will not be accepted. Failure to comply will result to rejection of the Supplier’s proposal.

Line No.	ADDITIONAL REQUIREMENTS TO BE PROVIDED BY THE BIDDER, IF AWARDED THE CONTRACT	Supplier’s Statement of Compliance
5)	<p>Continuation... PRE-SHIPMENT/PRE-DELIVERY INSPECTION AND TESTING:</p> <p>b) In case of non-compliance with the Minimum Technical Specifications of the main building and one (1) quarters / accommodation as per test results, the Supplier shall be given a chance to correct the defect found within ten (10) calendar days from receipt of Notice to Correct.</p> <p>Supplier shall be allowed to correct the defect once only. Once the allowable correction of the defect was not corrected, it could be a basis for termination of the contract.</p> <p>c) Once all defects are corrected and found compliant with the Technical Specifications after testing, acceptance shall follow.</p> <p>d) All expenses of the procuring entity necessary for the conduct of this activity in facilities/places in the Philippines shall be shouldered by the supplier.</p>	
6)	<p>ACCEPTANCE PROCEDURE:</p> <ul style="list-style-type: none"> The one (1) unit Shelter System of Collapsible Tent with Four (4) Panel System for Emergency Operation Center shall be inspected as to completeness and functionality of the item. The one (1) unit Shelter System of Collapsible Tent with Four (4) Panel System for Emergency Operation Center shall be inspected for external defects and cracks at the place of delivery 	
7)	Bidder must provide training for maximum of six (6) personnel in the assembly, disassembly and maintenance and storage of the shelter system in the area.	

I/We, the undersigned Manufacturer/Supplier, having examined the Technical Documents for this project hereby OFFER to (supply/deliver/perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this proposal is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

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Date



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Annex I (Page 4 of 5)

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CENTER FOR THE OFFICE OF THE CIVIL DEFENSE (OCD)**

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INSTRUCTIONS TO THE SUPPLIER: Indicate “COMPLY” if Supplier’s Statement of Compliance meets the technical specifications as indicated. Do not leave any blank. A “YES” or “NO” entry will not be accepted. Failure to comply will result to rejection of the Supplier’s proposal.

Line No.	ADDITIONAL REQUIREMENTS TO BE PROVIDED BY THE BIDDER, IF AWARDED THE CONTRACT	Supplier’s Statement of Compliance
5)	<p>Delivery:</p> <ul style="list-style-type: none"> • Delivery Period: Within Thirty (30) Calendar Days upon receipt of Notice to Proceed (NTP) • Delivery Place: OCD Warehouse in Camp Aguinaldo, Quezon City • The Physical count and functionality of the Inflatable Tent shall be the primary focus of the procuring entity during the delivery stage • No partial deliveries allowed • The supplier shall be responsible in unloading the items from the container to the designated warehouse of the OCD. All cost related to porter services, handling and other related expenses shall be borne by the Supplier. In the absence of materials handling equipment at the site, the Supplier shall provide the necessary equipment such as but not limited to: forklifts, hand pallet truck, etc. at the expenses of the Supplier. • The Supplier must inform PITC account officer at least seven (7) calendar days prior to the delivery of the inflatable tent in the delivery place/site. Failure to give due notice shall be a ground for non-acceptance of delivery • All expenses related to the delivery shall be for the account of the supplier. There will be a two (2) PITC representative present during the inspection and acceptance of the item delivered 	
11)	<p>Warranty:</p> <p>Minimum of one (1) year Service Warranty from date of final acceptance of delivery in full (full replacement of defective items)</p>	
12)	<p>Replacement of Defective Items:</p> <p>Within ten (10) calendar days from receipt of Notice to Replace from PITC, the supplier shall replace any newly delivered unit found defective that maybe traceable to poor workmanship, use of poor quality materials, and non-compliance with the specifications.</p>	

I/We, the undersigned Manufacturer/Supplier, having examined the Technical Documents for this project hereby OFFER to (supply/deliver/perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this proposal is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
OFFICE OF CIVIL DEFENSE
CAMP GENERAL EMILIO AGUINALDO, QUEZON CITY, PHILIPPINES

**TECHNICAL SPECIFICATIONS
ONE UNIT SHELTER SYSTEM COLLAPSIBLE TENT WITH
FOUR (4) PANEL SYSTEM FOR EMERGENCY
OPERATIONS CENTER**

Date: 01 DEC 2020

MINIMUM TECHNICAL SPECIFICATIONS
<p>I. One Unit Shelter System of Collapsible Tent with Four Panel System for Emergency Operations Center</p> <ul style="list-style-type: none"> <p>1 Main Building</p> <p>Flat Pack and foldable panel-by-panel shelter systems suitable for multi-purpose functions.</p> <p>Flat-pack modular building. 112 m² floor area (28 x 1m modules long x 4m wide) 2.0m high walls 5x screened external doors 8 internal doors 7x screened windows 26 x screened ridge vents</p> <p>Extended wall studs to suit on-platform information 32 internal partitions.</p> <p>Complete with installation accessories.</p>
<ul style="list-style-type: none"> <p>3 Quarters / Accommodation Building</p> <p>Flat-pack modular building</p> <p>60m² floor area (15x1m modules long x 4m wide) 2.0m high walls 1x screened door 3x screened windows 3x screened vents</p> <p>Standard wall studs to suit on-platform installation. No internal partitions. Complete with installation accessories.</p>
<ul style="list-style-type: none"> <p>Primary Materials:</p> <ul style="list-style-type: none"> Walls and Roof: 8mm 2000gsm UV stabilized, flame retardant polypropylene (PP) random copolymer twin-walled flute board Metal frame: light steel section, corrosion resistant zinc/aluminium coated
<ul style="list-style-type: none"> <p>Other Requirements:</p> <ul style="list-style-type: none"> Submission of certification of material from appropriate testing at the SGS/Intertek/MIRDC of the following: <ul style="list-style-type: none"> a. Fire Safety: All PP components Fire Retardant (FR) treated to meet nominal UL94 V2 standard and/or AS/NZS 1530.3-1999 as applicable. b. Water Resistance: Impervious to water damage and humidity in storage and service c. Temperature Range: Serviceable between 05 degree Celsius to 60 degree Celsius Delivery Period: Within 30 Calendar Days from Notice to Proceed/Contract Supplier must be engaged in the manufacturing or selling shelter systems Supplier must provide training for maximum of six (6) personnel in the assembly, disassembly and maintenance and storage of the shelter system in the area.

Conforme:

Bidder's Company Name

Signature of Authorized Representative

Designation

Date

1



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
OFFICE OF CIVIL DEFENSE
CAMP GENERAL EMILIO AGUINALDO, QUEZON CITY, PHILIPPINES

MINIMUM TECHNICAL SPECIFICATIONS
<ul style="list-style-type: none"> At least one (1) year warranty in parts and service Markings at the right side of the door of the four (4) panels: <ol style="list-style-type: none"> NDRRMC logo - 10 inches x 12 inches ($\pm 1\%$); and OCD logo each panel with markings - 6 inches in diameter ($\pm 1\%$) Marking at the roof of the main building or panel <ol style="list-style-type: none"> NDRRMC logo - 12 inches x 14 inches ($\pm 1\%$); and OCD logo - 8 inches in diameter ($\pm 1\%$)

Prepared by:


MR. LOUISE MARK U. CIRUNAY
OIC, Logistics, Interoperability and Force Management Division
and End-User,

Noted by:


DIR. BERNARDO RAFAELITO R. ALEJANDRO IV, CESO IV
D, Operations Service

Approved by:


USEC RICARDO B. JALAD
Administrator



COLLAPSIBLE EMERGENCY OPERATIONS CENTER

1

Conforme:

Bidder's Company Name

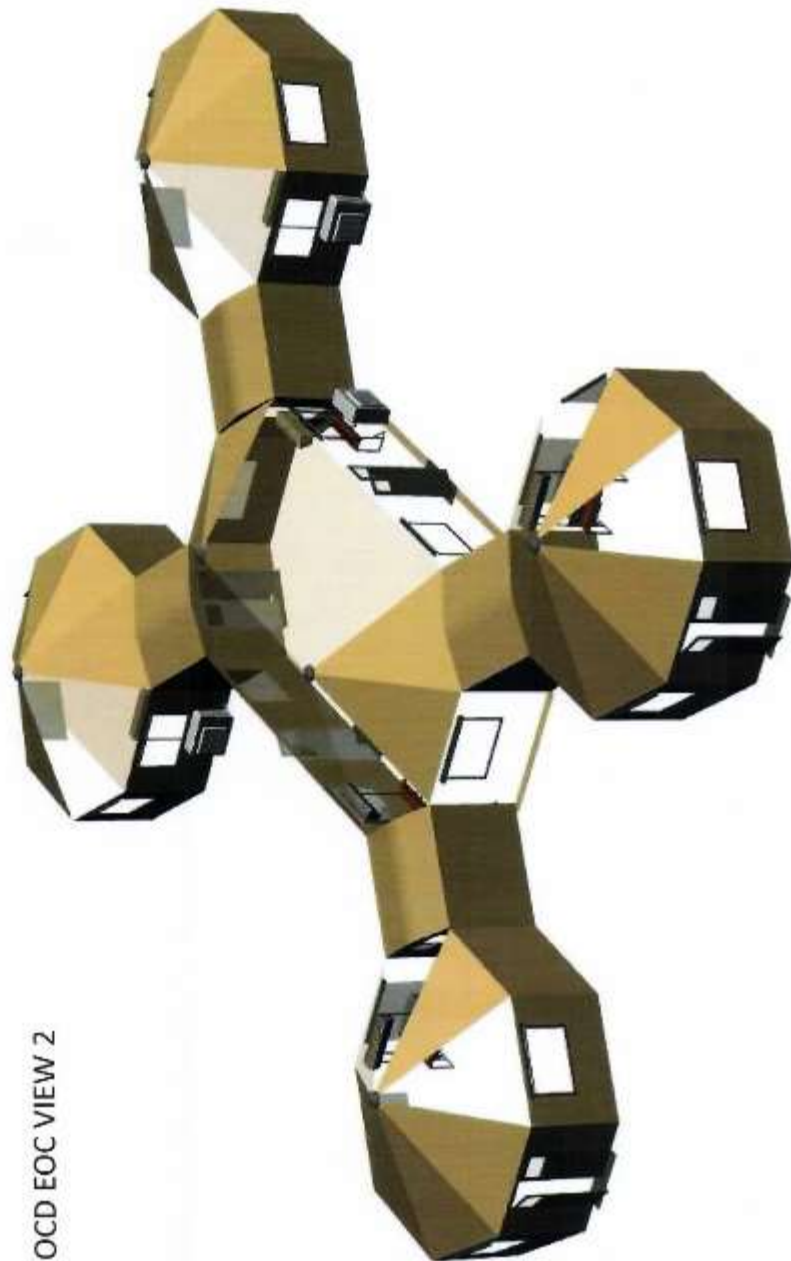
Signature of Authorized Representative

Designation

Date



<p>Conforme:</p> <p>_____</p> <p>Bidder's Company Name</p> <p>_____</p> <p>Signature of Authorized Representative</p> <p>_____</p> <p>Designation</p> <p>_____</p> <p>Date</p>



OCD EOC VIEW 2

<p>Conforme:</p> <p>_____</p> <p>Bidder's Company Name</p> <p>_____</p> <p>Signature of Authorized Representative</p> <p>_____</p> <p>Designation</p> <p>_____</p> <p>Date</p>



<p>Conforme:</p> <p>_____</p> <p>Bidder's Company Name</p> <p>_____</p> <p>Signature of Authorized Representative</p> <p>_____</p> <p>Designation</p> <p>_____</p> <p>Date</p>

OCD EOC VIEW 4



<p>Conforme:</p> <p>_____</p> <p>Bidder's Company Name</p> <p>_____</p> <p>Signature of Authorized Representative</p> <p>_____</p> <p>Designation</p> <p>_____</p> <p>Date</p>



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
OFFICE OF CIVIL DEFENSE
CAMP GENERAL EMILIO AGUINALDO, QUEZON CITY, PHILIPPINES

**TEST & ACCEPTANCE PROCEDURE FOR THE
ONE UNIT SHELTER SYSTEM OF COLLAPSIBLE TENT WITH FOUR
PANEL SYSTEM FOR EMERGENCY OPERATIONS CENTER**

Date: JUN 10 2020

FOR SHELTER SYSTEM OF COLLAPSIBLE TENT EMERGENCY FOR OPERATIONS CENTER

I – Pre-Delivery Inspection and Testing

1. Pre-Delivery Inspection by the Joint OCD & PITC Technical Inspection and Acceptance Committee shall be conducted at the Supplier's Facility in the Philippines where the item is complete and ready for inspection.

Additional Requirements: To provide OCD-NDRRMC logos on the right side of each door of the panels and roof of the main panel / building of the Four (4) Panel / Shelter System of the Collapsible Tent for Emergency Operations Center which include:

Supplier's Name:
Contract No.:
Project Name:
Lot No.:

 - There will be minimum of five (5) members of the Joint OCD & PITC Technical Inspection and Acceptance Committee.
 - All costs relative to the pre-delivery inspection including travel, board and lodging and related expenses shall be on the account of the supplier.
2. The pre-delivery test shall follow the procedures below:
 - a. The Main building and one (1) quarters/ accommodation building of the Shelter System of Collapsible Tent with Four Panel System for Emergency Operations Center shall be the minimum requirement for visual inspection and functional testing by the Joint OCD and PITC Technical Inspection and Acceptance Committee
 - b. In case of non-compliance with the Minimum Technical Specifications of the main panel / building and one (1) quarters/ accommodation as per the test results, the Supplier shall be given a chance to correct the defect found within ten (10) calendar days from receipt of Notice to Correct.

Supplier shall be allowed to correct the defect once only. Once the allowable correction exceeded and non-compliant, it could be a basis for termination of the contract.
 - c. Once all defects are corrected with the Technical Specifications after the required testing/s and the necessary part/s, of the unit are replaced accordingly and shall be declared as compliant.
 - d. All expenses of the procuring entity necessary for the conduct of this activity in facilities/places in the Philippines shall be shouldered by the supplier.

COLLAPSIBLE TENT EMERGENCY OPERATIONS CENTER (EOC)

[Handwritten signature]

Conforme:

Bidder's Company Name

Signature of Authorized Representative

Designation

Date



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
OFFICE OF CIVIL DEFENSE
CAMP GENERAL EMILIO AGUINALDO, QUEZON CITY, PHILIPPINES


II- Delivery

1. The physical count and functionality of One (1) Unit Shelter System of Collapsible Tent with Four Panel System for Emergency Operations Center shall be the primary focus of the procuring entity during the delivery stage.
2. No partial deliveries allowed.
3. The Supplier shall be responsible in unloading the items from the container to the designated warehouse within Metro Manila of the OCD. All costs related to porter services, handling and other related expenses shall be borne by the Supplier. In the absence of materials handling equipment at the site, the Supplier shall provide the necessary equipment such as but not limited to: forklifts, hand pallet truck, etc. at the expense of the Supplier.
4. The Supplier must inform PITC account officer at least seven (7) calendar days prior to the delivery of One Unit Shelter System of Collapsible Tent with Four Panel System for Emergency Operations Center in the delivery place/site. Failure to give due notice shall be a ground for non-acceptance of delivery.
5. All expenses related to the delivery shall be on the account of the supplier. There will be two (2) PITC representatives present during the inspection and acceptance of the items delivered.

III – Acceptance Procedure to be conducted by OCD-TIAC and PITC Representatives

1. The One (1) Unit Shelter System of Collapsible Tent with Four Panel System for Emergency Operations Center shall be inspected as to completeness and functionality of the item.
2. The One Unit Shelter System of Collapsible Tent with Four Panel System for Emergency Operations Center shall be inspected for internal and external defects/cracks at the place of delivery.

Prepared by:


ENGR. GILBERT H CONDE
 Chief, Logistics, Interoperability and Force Management Division
 And End-User

Recommended by:


DIR. HAROLD N CABREROS
 D, Operations Service

Approved by:


USEC RICARDO B JALAD
 Civil Defense Administrator

COLLAPSIBLE TENT EMERGENCY OPERATIONS CENTER (EOC)

Conforme:

Bidder's Company Name

Signature of Authorized Representative

Designation

Date



**SUPPLY AND DELIVERY OF BRAND NEW
FOUR (4) SETS UNITS SHELTER SYSTEM OF COLLAPSIBLE TENT WITH
FOUR (4) PANEL SYSTEM FOR EMERGENCY OPERATIONS CENTER (EOC)
FOR THE OFFICE OF THE CIVIL DEFENSE (OCD)**

RFQ Reference No. MPG-EP-2020-11-006

Omnibus Sworn Statement (Revised¹)

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:

- [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];
- [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)];
- [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;**
- 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;
- [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

¹ Revised per GPPB Resolution No. 16-2020 dated 16 September 2020.



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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

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SUBSCRIBED AND SWORN to before me this _____ day of _____ at _____, Philippines, by the affiant/s himself/herself/themselves whom I was able to personally identify through his/her/their [insert type of valid government identification card used], which he/she/they has/have presented to me.

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 of issue]
IBP No. ____ [date issued], [place of issue]

Doc No. _____
Page No. _____
Book No. _____
Series of _____



PLEASE USE THIS BID FORM. DO NOT RETYPE OR ALTER.

Annex III

**PHILIPPINE INTERNATIONAL TRADING CORPORATION
FINANCIAL QUOTATION FORM**

**SUPPLY AND DELIVERY OF BRAND NEW FOUR (4) UNITS SHELTER SYSTEM OF COLLAPSIBLE
TENT WITH FOUR (4) PANEL SYSTEM FOR EMERGENCY OPERATION CENTER (EOC)
FOR THE OFFICE OF THE CIVIL DEFENSE (OCD)**

RFQ Reference No. MPG-EP-2020-11-006

EMERGENCY PROCUREMENT

PRICE MUST BE INCLUSIVE OF VAT

PHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATIONPHILIPPINEINTERNATIONALTRADINGCORPORATION

NOTE: Supplier's price proposal/quotation must not exceed the ABC/Ceiling Price per item. The Supplier shall shoulder all transportation costs and bears all risk until the goods have been delivered to the site.

QTY	Description	ABC (PhP)		Supplier's Price Proposal (PhP)		
		Unit Price	Total Price	Total Quantity Supplier Commits to Deliver within the Delivery Period	Unit Price	Total Price
4 Units	Shelter System of Collapsible Tent with Four (4) Panel System for Emergency Operations Center (EOC)	3,076,923.07	12,307,692.28			

Total Amount in Words:

Note:

- I. Price must be valid for One Hundred Twenty (120) days upon submission of quotation;
- II. The Supplier shall shoulder all transportation costs and bears all risk until the goods have been delivered to the site.
- III. Payment to Supplier of the Contract Price, net of applicable withholding tax shall be made within fifteen (15) days after full delivery, and submission of the required documents as follows:
 1. Original and duplicate **BIR VAT registered Supplier's Invoice** issued under the name of the Office of the Civil Defense (OCD) indicating **OCD TIN**. Entries must be typewritten or computer printed and must be duly acknowledged and received by OCD's authorized representative;
 2. Original and duplicate Delivery Receipt issued under the name of the OCD duly acknowledged and received by OCD's authorized representative and countersigned by PITC QAIT representative; and
 3. Original Joint Certificate of Acceptance issued by authorized representatives of OCD and PITC.

SUPPLIER'S UNDERTAKING

I/We, the undersigned Manufacturer/Supplier, having examined the Technical Documents for this project hereby OFFER to (supply/deliver/perform) the herein described items.

I/We undertake, if our proposal is accepted, to deliver the items in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this proposal is binding on us.

Name of Company (in print)

Signature of Company Authorized Representative

Name & Designation (in print)

Date