



Republic of the Philippines
VICTORIAS CITY WATER DISTRICT
Victorias City, Negros Occidental
Tel. No.: 399-2865/399-3554
Email: victoriacitywd@yahoo.com.ph
Website: victoriacitywd.gov.ph

REQUEST FOR QUOTATION

Victorias City Water District (VCWD), will undertake a Small Value Procurement for the "Supply and Delivery of Calendars for CY 2019" in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Supply and Delivery of Calendars for CY 2019

Approved Budget for the Contract : Php 160,000.00 (Six Hundred Thousand Pesos)

Specifications : See the attached Technical Specifications

Location : Victorias City Water District

Delivery Terms : Fifteen (15) days from the receipt of the Purchase Order

Interested suppliers are required to submit their valid and current SEC Registration Certificate, DTI Registration Certificate, Mayor's Permit, Latest Income/ Business Tax Return, PhilGEPS Registration Certificate, Price Quotation Form (Annex "A"), Statement of Compliance, Schedule of Requirements, Omnibus Sworn Statement.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of the quotation and eligibility documents is on or before 1:30 P.M. of December 4, 2018 at the Victorias City Water District. Place all documents in a properly labeled and sealed envelope.

Please see attached for the design.

For inquiry, you may contact us at tel. nos. (034) 399-2865 or (034) 399-3554.

Very truly yours,


LINO CORNELIO CECILIO T. BASCUG
Bids and Awards Committee Chairperson

PRICE QUOTATION FORM

Date: _____

BIDS AND AWARDS COMMITTEE

VICTORIAS CITY WATER DISTRICT

Quirino St., Victorias City, Negros Occidental

Telephone No. (034) 399-3554 or 399-2865

Email: victoriacitywd@yahoo.com.ph

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the items/s as follows:

(Columns (1) , (2), (3) and (4) are to be filled up by the Procuring Entity)				(Column (5) and (6) are to be filled by the Supplier)	
Pay Item No.	Description	Unit	Quantity	Unit Price(Peso)	Amount(Peso)
(1)	(2)	(3)	(4)	(5)	(6)
1	Calendar 22x33	pc	500		
2	Calendar 11x17	pc	6,850		
Total (Inclusive of VAT)					

**Suppliers are encouraged to conduct site inspection before submission of their quotation*

(Amount in Words)

The above-quoted prices are inclusive of all cost and applicable taxes.

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.

Technical Specifications

Item	Specification	Statement of Compliance
	Calendar 22x33	Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence.
	Calendar 11x17	
	Calendar Design/Layout	

I hereby certify to comply with all the above Technical Specifications.

Name of Company/ Bidder

Signature over Printed Name

Date

SCHEDULE OF REQUIREMENTS

ITEM	SCHEDULE OF REQUIREMENTS	QUANTITY	Unit	CONTRACT DURATION
1	Calendar 22x33	500	pc	Within Fifteen (15) days upon receipt of the Notice to Proceed
3	Calendar 11x17	6,850	pc	

I hereby certify to comply and deliver all the above requirements.

Name of Company/ Bidder

Signature over Printed Name

Date

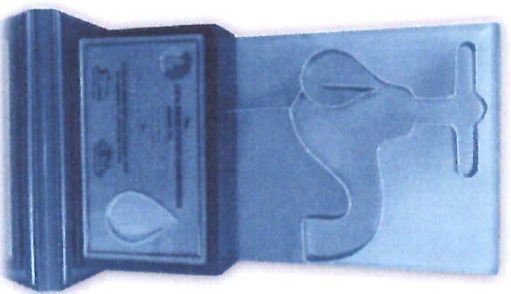


VICTORIAS CITY WATER DISTRICT

awarded by LOCAL WATER UTILITIES ADMINISTRATION as:

OUTSTANDING WATER DISTRICT

Category C for the whole Visayas and Bicol Region



Victorias City Water District started its operations on September 12, 1978 by virtue of Municipal Resolution No. 256 Series of 1978

Omnibus Sworn Statement

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.