



Bid Notice Abstract

Request for Quotation (RFQ)

Reference Number 10400836
Procuring Entity MARITIME INDUSTRY AUTHORITY (MARINA)
Title SUPPLY AND DELIVERY OF INFORMATION TECHNOLOGY PHERIPERALS
Area of Delivery Metro Manila

Solicitation Number:	2023-11-541	Status	Pending
Trade Agreement:	Implementing Rules and Regulations		
Procurement Mode:	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	Associated Components	1
Classification:	Goods		
Category:	Information Technology Parts & Accessories & Perip	Bid Supplements	0
Approved Budget for the Contract:	PHP 645,000.00		
Delivery Period:	30 Day/s	Document Request List	0
Client Agency:			
Contact Person:	ATTY. SHARON L. DE CHAVEZ - ALEDO The BAC Chairperson c/o BAC Office, 10th Floor, MARINA Bldg. A. Bonifacio Drive cor. 20th Street, Port Area Manila Metro Manila Philippines 1018 63-2-85246518 bacsec@marina.gov.ph	Date Published	07/12/2023
		Last Updated / Time	06/12/2023 14:00 PM
		Closing Date / Time	13/12/2023 12:00 PM
Description SUPPLY AND DELIVERY OF INFORMATION TECHNOLOGY PHERIPERALS Please see attached files or you may visit https://marina.gov.ph/small-value-procurement/ All submission in response to the RFQ shall be in hard copy with fresh signature only. Submission in electronic copies shall not be entertained.			

Created by ATTY. SHARON L. DE CHAVEZ - ALEDO
Date Created 06/12/2023

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

REQUEST FOR QUOTATION

DATE: _____

Name of Company : _____

Address : _____

Business Permit Number : _____

Company TIN : _____

PhilGEPS Registration Number (required): _____

Name of Representative & Designation : _____

The **Maritime Industry Authority (MARINA)** through its Bids and Awards Committee (BAC), intends to procure **SUPPLY AND DELIVERY OF INFORMATION TECHNOLOGY PERIPHERALS** in accordance with Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **Six Hundred Forty-Five Thousand Pesos (P645,000.00)**. The period for the performance of the obligations shall not go beyond of the appropriations for this Procurement Project.

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided at the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your representative **not later than 19 December 2023** at the MARINA BAC Office located at 10th Floor MARINA Building, Bonifacio Drive cor., 20th Street, Port Area, Manila, Philippines.

A copy of the following are required to be submitted along with your signed quotation/proposal:

- Valid Business/Mayor's Permit
- Valid PhilGEPS Registration
- Latest Income/ Business Tax Return
- Notarized Omnibus Sworn Statement (with SPA or Secretary Certificate, whichever is applicable)
- Proof of at least three (3) years of experience in supplying computer hardware/peripherals.
- At least two (2) Client Satisfactory Certificates issued in the last two (2) years

For any clarification, you may contact Ms. Ellerie Torrente or Ms. Kristen Nicole Velasco at telephone no. **(+632) 8524-6518** or email address at **bacsec@marina.gov.ph**


ATTY. SHARON D. ALEJO
BAC Chairperson

INSTRUCTIONS:

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the content of this form in any way.
- (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

Supplier's must state here either "**Comply**" or **any equivalent term** in the column "Supplier's Statement of Compliance" against each of the individual parameters of each specification. Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate "**0**" if item being offered is for free.

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

SUPPLY AND DELIVERY OF INFORMATION TECHNOLOGY PHERIPERALS

Item No.	Description/Technical Specifications	Quantity	Supplier's Statement of Compliance	Unit Cost (VAT inclusive)	Total Cost (VAT inclusive)
	Hard Disk (1TB) <ul style="list-style-type: none"> 1TB HDD 7200 RPM 3.5" SATA 6Gb/s 64MB Cache 	5			
	Solid State Drive 2.5" <ul style="list-style-type: none"> 500GB SATA 6 Gb/s Sequential Read (Max, MB/s):560/530 2.5-inches 	10			
	Memory (Desktop) <ul style="list-style-type: none"> 8GB 3200MHZ (1X8GB) DDR4 	14			
	Memory (Laptop) <ul style="list-style-type: none"> 16Gb (1x16GB) DDR4 	9			
	Flash Drive <ul style="list-style-type: none"> Flash Drive USB 3.0 256GB 	6			
	Universal Laptop Adapter (Charger) <ul style="list-style-type: none"> Input Voltage: 100V AC to 240V AC, 47 ~ 63Hz Output Voltage: 90-WATT 19V @ 4.74A MAXIMUM Output Current: 4.74A @ +19V DC MAXIMUM Output Connectors: 9 I-point interchangeable connectors (barrel type) OVP: over voltage output protection OCP: over current output protection SCP: short circuit output protection 	2			
	HDMI Cable <ul style="list-style-type: none"> HDMI cable 3 meters male to male 	3			
	Type C Cable to HDMI <ul style="list-style-type: none"> 1 meter Type C to HDMI Cable 4K Type C to HDMI Connector 	2			
	Router <ul style="list-style-type: none"> 802.11ac AC4000 WiFi (750 + 1625 + 1625) Simultaneous Tri-Band WiFi - Tx/Rx 3x3 (2.4GHz) + 3x3 (5GHz) + 3x3 (5GHz) Five (5) 10/100/1000 Mbps Gigabit Ethernet ports (1 WAN & 4 LAN) Two (2) USB ports (1 USB 3.0 & 1 USB 2.0) 	3			

	Solid State Drive M.2	<ul style="list-style-type: none"> • 500GB / 3D NAND / XTS-AES 256-bit Encryption / TCG Opal / IEEE 1667 / eDrive Security 	3			
	RJ 45	<ul style="list-style-type: none"> • 8P8C RJ-45 Connector (8-pin connector) Through Hole PCB mount socket Compatible with all CAT and UDP cable 	10			
	CMOS Battery	<ul style="list-style-type: none"> • 3V Lithium CMOS Motherboard Battery 	30			
	Precision Tools	<ul style="list-style-type: none"> • Magnetic Screwdriver Repairing Tool with Case 	2			
	External Hard Drive (1TB)	<ul style="list-style-type: none"> • 1 TB USB 3.0 and above 	15			
	External Hard Drive (4TB)	<ul style="list-style-type: none"> • 4 TB USB 3.0 and above 	10			
	Wired Mouse	<ul style="list-style-type: none"> • Sensor: Optical • Resolution: 1200 DPI • Buttons No.: 3 • Port: USB • Cable Length: 150 cm 	20			
	Wireless Mouse	<ul style="list-style-type: none"> • Wireless 2.4GHz Optical USB Receiver Alkaline Battery 	10			
	Wired Keyboard	<ul style="list-style-type: none"> • Cable leng -150 cm • Connectivity – USB • Character – Laser engrave • Hotkeys – 12 Function 	10			
	HDMI to VGA Cable	<ul style="list-style-type: none"> • HDMI (male) to VGA (male) cable Converter 3 Meters 	5			
	Tone & Probe Test and Trace Kit	<ul style="list-style-type: none"> • Simple analog tone generator and wire tracing probe for open-ended non-active wire runs • Responsive probe with durable, non-metallic, conductive tip • Alligator clips for unterminated wires • RJ45 to RJ45 test cable • Toner and probe together perform pin to pin wire map test • Work light on probe tip for use in dark spaces • Adjustable volume control • AAA batteries (included) • Replaceable test cables available (Cat. No. VDV770-855) • Headphone jack for noisy environments (headphones not included) 	2			

	LAN Tester	<ul style="list-style-type: none"> • Test continuity of twisted cables, like Cat3, Cat5e, Cat6 and Coaxial Cable. • Support connection of RJ11, RJ12, RJ45 and BNC. • 9 LED light on both master and remote to indicate to connection on PIN 1, 2, 3, 4, 5, 6, 8 and Ground (Shield). • Can easily identify cable continuity, cross wire, open and short, up to 1000ft. • Auto scanning function for rapid testing. • Operate with one 9V battery 	2			
	Crimping Tool	<ul style="list-style-type: none"> • Crimping Crimper Tool For Network Rj45 Rj11 Rj12 4p 6p 8p With Wire Stripper 	2			
	Hard Drive Docking Station	<ul style="list-style-type: none"> • 2.5 & 3.5 Inch USB 3.0 1 to 3 Clone External Hard Drive Dock Black(6648US3-C) 	2			
	Computer Monitor	<ul style="list-style-type: none"> • 21.5-inch 1080p • Narrow bezel • HDMI and VGA inputs • Dual speakers 	5			
	Scanner	<ul style="list-style-type: none"> • Scanning Speed: 40 ppm • Document Size: 50.8mm to 215.9mm • Duplex Scan: Yes • Color Depth processing: Input 48bit colour • Color Depth processing: Output 24bit colour • Optical Resolution: Up to 600 dpi x 600 dpi • Resolution Interpolated: Up to 1,200 dpi x 1,200 dpi • Scanning Width: Up to 215.9mm • Grayscale: 256 levels • Memory Capacity: 512MB • ADF (Automatic Document Feeder): Up to 80 pages (paper: 80 g/m²) • Power Source AC: 100-240V 50/60Hz • Compatibility: macOS v10.14.x / 10.15.x / 11.0.x / 11.1.x Windows 7 (SP1) / Windows 8.1 / Windows 10 • Interface: USB 3.0, 10BaseT/ 100BaseTX/ 1000BaseT 	3			

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

SCHEDULE OF REQUIREMENTS

The delivery schedule expressed as week/months stipulates hereafter a delivery date, which is the date to the project site.

Item No.	Description		Delivery Schedule	Supplier's Statement of Compliance																																																					
1 LOT	<table><tr><th>ITEM</th><th>QUANTITY</th></tr><tr><td>Hard Disk</td><td>5</td></tr><tr><td>Solid State Drive 2.5" (500GB)</td><td>10</td></tr><tr><td>Memory (Desktop)</td><td>14</td></tr><tr><td>Memory (Laptop)</td><td>9</td></tr><tr><td>Flash Drive (USB)</td><td>6</td></tr><tr><td>Universal Laptop Adapter (Charger)</td><td>2</td></tr><tr><td>HDMI Cable</td><td>3</td></tr><tr><td>HDMI to Type C Cable</td><td>2</td></tr><tr><td>Router</td><td>3</td></tr><tr><td>Solid State Drive M.2</td><td>3</td></tr><tr><td>RJ 45</td><td>10</td></tr><tr><td>CMOS Battery</td><td>30</td></tr><tr><td>Precision Tools</td><td>2</td></tr><tr><td>External Hard Drive (1TB)</td><td>15</td></tr><tr><td>External Hard Drive (4TB)</td><td>10</td></tr><tr><td>Wired Mouse</td><td>20</td></tr><tr><td>Wireless Mouse</td><td>10</td></tr><tr><td>Wired Keyboard</td><td>10</td></tr><tr><td>HDMI to VGA Cable 3 meters</td><td>5</td></tr><tr><td>Tone & Probe Test and Trace Kit</td><td>2</td></tr><tr><td>LAN Tester</td><td>2</td></tr><tr><td>Crimping Tool</td><td>2</td></tr><tr><td>Hard Drive Docking Station</td><td>2</td></tr><tr><td>Computer Monitor</td><td>5</td></tr><tr><td>Scanner</td><td>3</td></tr></table>		ITEM	QUANTITY	Hard Disk	5	Solid State Drive 2.5" (500GB)	10	Memory (Desktop)	14	Memory (Laptop)	9	Flash Drive (USB)	6	Universal Laptop Adapter (Charger)	2	HDMI Cable	3	HDMI to Type C Cable	2	Router	3	Solid State Drive M.2	3	RJ 45	10	CMOS Battery	30	Precision Tools	2	External Hard Drive (1TB)	15	External Hard Drive (4TB)	10	Wired Mouse	20	Wireless Mouse	10	Wired Keyboard	10	HDMI to VGA Cable 3 meters	5	Tone & Probe Test and Trace Kit	2	LAN Tester	2	Crimping Tool	2	Hard Drive Docking Station	2	Computer Monitor	5	Scanner	3		Thirty (30) Calendar Days upon Receipt of Purchase Order/ Notice to Proceed.	
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		Required to be submitted along with your signed quotation/ proposal																																																							

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

<u>FINANCIAL OFFER</u>	
Approved Budget for the Contract	Total Offered Quotation
<p>Six Hundred Forty-Five Thousand Pesos</p> <p>P645,000.00</p>	<p>In words: _____</p> <p>_____</p> <p>_____</p> <p>In figures: _____</p> <p>_____</p> <p>_____</p> <p>_____</p>

<i>Terms of Payment:</i>	<p>Payment shall be made thirty (30) days upon the receipt of the Billing Statement and on a Bank-to-Bank basis.</p> <p>In case of Automatic Debit Arrangement (ADA) through Land Bank of the Philippines (LBP) facilities, or other Commercial Banks, the applicable bank charges shall be for the account of the supplier. The supplier shall submit bank details together with billing statement/ invoice for ready reference.</p>
Banking Institution:	
Account Number:	
Account Name:	
Branch:	

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of *thirty (30) calendar days* from the date of submission.
3. Price quotation, denominated in Philippine peso, shall include all taxes, duties and/or other charges payable relative to the items described in the RFQ.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. **All submission in response to the RFQ shall be in hard copy with fresh signature only. Submission in electronic copies shall not be entertained.**
6. Award of contract shall be made to lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The MARINA shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the MARINA-BAC shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
11. **Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the supplier's account.**
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The MARINA shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract without prejudice to other courses of action and remedies open to it.

Signature over Printed Name

Position/Designation

TERMS OF REFERENCE

SUPPLY AND DELIVERY OF INFORMATION TECHNOLOGY PERIPHERALS

I. Background

The Maritime Industry Authority (MARINA) was created on 01 June 1974 as an attached Agency to the Office of the President (OP) with the issuance of Presidential Decree No. 474, otherwise known as the Maritime Industry Decree of 1974, to integrate the development, promotion and regulation of the maritime industry in the country and the creation of the Ministry (now Department) of Transportation (DOTr) by virtue of Executive Order No. 546, the MARINA was attached to the DOTr for policy and program coordination on 23 July 1979. By virtue of Republic Act No. 10635, the Maritime Industry Authority (MARINA) is established as the "Single Maritime Administration" responsible for the implementation and enforcement of the 1978 International Convention on Standards of Training, Certification and Watchkeeping for Seafarers, as amended, and International Agreements or Covenants related thereto.

The day-to-day operation of the Maritime Industry Authority's Standards Training, Certification and Seafarer Watchkeeping (STCW) depends on the reliability of IT equipment. Consider the accessibility of the online system for MARINA-STCW offices and stakeholders with little or no downtime.

II. Objective

Providing efficient and reliable service delivery through proper IT hardware maintenance will help various users to perform their duties.

III. Approved Budget Contract

The supplier shall bid for all items described in this Terms of reference, which shall not exceed the Approved Budget Contract (ABC) in the amount of Six Hundred Forty-Five Thousand Pesos (645,000.00), inclusive of all applicable government charges.

IV. Deliverables

	ITEM	QUANTITY	PRICE PER ITEM
1	Hard Disk (1TB HDD)	5	5,000.00
2	Solid State Drive 2.5" (500GB)	10	6,000.00
3	Memory (Desktop)	14	5,000.00
4	Memory (Laptop)	9	10,000.00
5	Flash Drive (USB)	6	1,500.00
6	Universal Laptop Adapter (Charger)	2	3,000.00
7	HDMI Cable	3	800.00
8	HDMI to Type C Cable	2	700.00
9	Router	3	12,000.00
10	Solid State Drive M.2	3	7,000.00
11	RJ 45	10	600.00
12	CMOS Battery	30	150.00
13	Precision Tools	2	1,000.00
14	External Hard Drive (1TB)	15	3,500.00
15	External Hard Drive (4TB)	10	4,500.00
16	Wired Mouse	20	600.00
17	Wireless Mouse	10	800.00
18	Wired Keyboard	10	800.00
19	HDMI to VGA Cable 3 meters	5	900.00
20	Tone & Probe Test and Trace Kit	2	10,450.00
21	LAN Tester	2	4,000.00
22	Crimping Tool	2	900.00
23	Hard Drive Docking Station	2	10,000.00
24	Computer Monitor	5	7,000.00
25	Scanner	3	32,000.00
TOTAL			645,000.00

V. Technical Specifications

No.	Item	Specification
1	Hard Disk (1TB HDD)	• 1TB HDD 7200 RPM 3.5" SATA 6Gb/s 64MB Cache
2	Solid State Drive 2.5"	• 500GB SATA 6 Gb/s Sequential Read (Max, MB/s):560/530 2.5-inches
3	Memory (Desktop)	• 8GB 3200MHZ (1X8GB) DDR4
4	Memory (Laptop)	• 16Gb (1x16GB) DDR4
5	Flash Drive	• Flash Drive USB 3.0 256GB
6	Universal Laptop Adapter (Charger)	<ul style="list-style-type: none"> • Input Voltage: 100V AC to 240V AC, 47 ~ 63Hz • Output Voltage: 90-WATT 19V @ 4.74A MAXIMUM • Output Current: 4.74A @ +19V DC MAXIMUM • Output Connectors: 9 I-point interchangeable connectors (barrel type) • OVP: over voltage output protection • OCP: over current output protection • SCP: short circuit output protection
7	HDMI Cable	• HDMI cable 3 meters male to male
8	Type C Cable to HDMI	• 1 meter Type C to HDMI Cable 4K Type C to HDMI Connector
9	Router	<ul style="list-style-type: none"> • 802.11ac AC4000 WiFi (750 + 1625 + 1625) Simultaneous Tri-Band WiFi - Tx/Rx 3x3 (2.4GHz) + 3x3 (5GHz) + 3x3 (5GHz) Five (5) 10/100/1000 Mbps Gigabit Ethernet ports (1 WAN & 4 LAN) Two (2) USB ports (1 USB 3.0 & 1 USB 2.0)
10	Solid State Drive M.2	• 500GB / 3D NAND / XTS-AES 256-bit Encryption / TCG Opal / IEEE 1667 / eDrive Security
11	RJ 45	• 8P8C RJ-45 Connector (8-pin connector) Through Hole PCB mount socket Compatible with all CAT and UDP cable
12	CMOS Battery	• 3V Lithium CMOS Motherboard Battery
13	Precision Tools	• Magnetic Screwdriver Repairing Tool with Case
14	External Hard Drive (1TB)	• 1 TB USB 3.0 and above
15	External Hard Drive (4TB)	• 4 TB USB 3.0 and above
16	Wired Mouse	<ul style="list-style-type: none"> • Sensor : Optical • Resolution: 1200 DPI • Buttons No.: 3 • Port: USB • Cable Length: 150 cm
17	Wireless Mouse	• Wireless 2.4GHz Optical USB Receiver Alkaline Battery
18	Wired Keyboard	<ul style="list-style-type: none"> • Cable leng -150 cm • Connectivity – USB • Character – Laser engrave • Hotkeys – 12 Function
19	HDMI to VGA Cable	• HDMI (male) to VGA (male) cable Converter 3 Meters

20	Tone & Probe Test and Trace Kit	<ul style="list-style-type: none"> • Simple analog tone generator and wire tracing probe for open-ended non-active wire runs • Responsive probe with durable, non-metallic, conductive tip • Alligator clips for unterminated wires • RJ45 to RJ45 test cable • Toner and probe together perform pin to pin wire map test • Work light on probe tip for use in dark spaces • Adjustable volume control • AAA batteries (included) • Replaceable test cables available (Cat. No. VDV770-855) • Headphone jack for noisy environments (headphones not included)
21	LAN Tester	<ul style="list-style-type: none"> • Test continuity of twisted cables, like Cat3, Cat5e, Cat6 and Coaxial Cable. • Support connection of RJ11, RJ12, RJ45 and BNC. • 9 LED light on both master and remote to indicate to connection on PIN 1, 2, 3, 4, 5, 6, 8 and Ground (Shield). • Can easily identify cable continuity, cross wire, open and short, up to 1000ft. • Auto scanning function for rapid testing. • Operate with one 9V battery
22	Crimping Tool	<ul style="list-style-type: none"> • Crimping Crimper Tool For Network RJ45 RJ11 RJ12 4p 6p 8p With Wire Stripper
23	Hard Drive Docking Station	<ul style="list-style-type: none"> • 2.5 & 3.5 Inch USB 3.0 1 to 3 Clone External Hard Drive Dock Black(6648US3-C)
24	Computer Monitor	<ul style="list-style-type: none"> • 21.5-inch 1080p • Narrow bezel • HDMI and VGA inputs • Dual speakers
25	Scanner	<ul style="list-style-type: none"> • Scanning Speed: 40 ppm • Document Size: 50.8 mm to 215.9 mm • Duplex Scan: Yes • Color Depth processing: Input 48bit colour • Color Depth processing: Output 24bit colour • Optical Resolution: Up to 600 dpi × 600 dpi • Resolution Interpolated: Up to 1,200 dpi × 1,200 dpi • Scanning Width: Up to 215.9 mm • Grayscale: 256 levels • Memory Capacity: 512 MB • ADF (Automatic Document Feeder): Up to 80 pages (Paper: 80 g/m²) • Power Source AC: 100-240V, 50/60 Hz • Compatibility: macOS v10.14.x / 10.15.x / 11.0.x / 11.1.x Windows 7 (SP1) / Windows 8.1 / Windows 10 • Interface: USB 3.0, 10BaseT/ 100BaseTX/ 1000BaseT

IV. Delivery

- Thirty (30) Calendar Days upon Receipt of Purchase Order.

V. Qualification of the Supplier

- The supplier must be legally registered, has at least 3 years' experience in supplying computer hardware/peripherals and should submit at least two (2) Client Satisfactory Certificates issued in the last two (2) years.

VI. Payment

- The payment shall be made upon issuance of the Billing Statement on a Bank-to-Bank basis. Automatic Debit Arrangement (ADA) through Land Bank of the Philippines (LBP) facilities, for other Commercial Bank, applicable bank charges shall be for the account of supplier. The supplier shall submit bank details together with billing statement/ invoice for ready reference.

Prepared by:



DALMACIO L. GONZALES JR.
Chief, ICTMD

Recommending Approval:


SAMUEL L. BATALLA
Executive Director,
STCW Office

Reviewed by:


JOHN E. GUARDAYA
Head, TWG for IT


Atty. SHARON D. ALEDO
Chairperson, MARINA BAC

APPROVED / ~~DISAPPROVED~~:


Atty. HERNANI N. FABIA
Administrator

Version 1

October 23, 2023

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

PURCHASE REQUEST

Office: **STCW OFFICE**

PR No.:	2023-11-541
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Division/Section: **ICTMD**

SAI No.: NOV 21 2023

Date Request: _____

[illegible]

WITH SUPPLEMENTAL TO PPMP

 ΣY

MELLANIE T. BALIN

~~Chief Administrative Officer~~

Requisitioning Officer

Signature:

Printed Name: _____

SAMUEL L. BATALLA

Designation

Executive Director
STCW Office

Purpose:

To optimize and customize a computer or network setup to meet the specific needs and requirements of users and the organization.

CERTIFICATION

20

FUNDS AVAILABLE

NO FUNDS AVAILABLE

Atty. MARIVIC S. RAMOS

Chief, Budget Division

☐ Approved☐ Disapproved

PR Approver

Signature:

Printed Name: _____

Atty. HERNANI N. FABIA

Designation

Administrator

Note:

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]