



Republic of the Philippines  
DEPARTMENT OF TRANSPORTATION



## MARITIME INDUSTRY AUTHORITY

### REQUEST FOR QUOTATION

DATE: \_\_\_\_\_

Name of Company : \_\_\_\_\_

Address : \_\_\_\_\_

Business Permit Number : \_\_\_\_\_

Company TIN Number : \_\_\_\_\_

PhilGEPS Registration Number (required): \_\_\_\_\_

Name of Representative & Designation : \_\_\_\_\_

The Maritime Industry Authority (MARINA) through its Bids and Awards Committee (BAC), intends to **PROCURE 650VA AND 2000VA UNINTERRUPTED POWER SUPPLY (UPS)** 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 **Five Hundred Fifty-Eight Thousand Pesos (P558,000.00)** inclusive of all applicable taxes. The period for the performance of the obligations shall not go beyond the appropriations for this Procurement Project.

Please quote your **best offer** for the item/s described herein, **subject to the Terms and Conditions** provided on the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your representative **not later than 02 July AUG 2023** at the MARINA BAC Office located at 10<sup>th</sup> Floor MARINA Building, Bonifacio Drive cor., 20<sup>th</sup> Street, Port Area, Manila, Philippines.

A copy of your **2023 Business/Mayor's Permit<sup>1</sup>**, **PhilGEPS Registration Number**, **Omnibus Sworn Statement<sup>2</sup>**, and **Latest Income/Business Tax Return<sup>3</sup>** are required to be submitted along with your signed quotation/proposal.

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](mailto:bacsec@marina.gov.ph)

  
**ATTY. SHARON D. ALEJO**  
BAC Chairperson

<sup>1</sup> In case of recently expired Mayor's/Business permit, it shall be accepted together with its official receipt as proof that the bidder has applied for renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted after award of contract but before payment in accordance with item 6.2 of Government Procurement Policy Board (GPPB) Resolution No. 09-2020.

<sup>2</sup> In case of Unnotarized Omnibus Sworn Statement, it shall be accepted, provided that the notarized Omnibus Sworn Statement shall be submitted after award of contract but before payment in accordance with item 6.3 of GPPB No. 09-2020

<sup>3</sup>Manually filed tax returns or filed through the EFPS

---

#### BIDS AND AWARDS COMMITTEE

A. Bonifacio Avenue corner 20th Ave. corner Railroad Street, South Harbor, Port Area, Manila

(+632) 8524-6518 | [marina.gov.ph](http://marina.gov.ph) | [2021marinabac@gmail.com](mailto:2021marinabac@gmail.com)

### **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:

### **S P E C I F I C A T I O N S / D E L I V E R A B L E S**

PROCUREMENT OF 650VA AND 2000VA UNINTERRUPTED POWER SUPPLY (UPS)						
Item	ITEM DESCRIPTION/TECHNICAL SPECIFICATION	QTY	Unit	Supplier's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
1	<b>1. UNINTERRUPTED POWER SUPPLY 650VA (Desktop)</b>	<b>136</b>	<b>Units</b>			
	Run Time for Load 325 Watts : -1m					
	Max. Capacity Used : 100%					
	Output power capacity : 325Watts / 650 VA					
	Nominal Output Voltage : 230V					
	Nominal Input Voltage : 230V					
	Input Connections : NEMA 5-15P					
	Cord Length : 1.2meters					
	Maximum Input Current : 5.0A					
	<b>2. UNINTERRUPTED POWER SUPPLY 2000 VA</b>	<b>3</b>	<b>Units</b>			
	Rating (VA/W) 2200 VA / 1980 W					
	Format RT2U (tower/rack 2U) RT2U					
	Technology Line-Interactive High Frequency (Pure Sineware, Booster + Fader)					
	Input Voltage and Frequency ranges without using batteries 160V-294V (adjustable to 150V-294V) 47 to 70 Hz (50 Hz system), 56.5 to 70 Hz (60 Hz system), 40 Hz in low-sensitivity mode					
	Output Voltage and Frequency 230 V (+6/-10%) (Adjustable to 200 V / 208 V / 220 V / 230 V / 240 V),					

		50/60 Hz +/- 0.1% (autosensing)				
	Connection	Input 1 IEC C20 (16 A) socket Output 8 IEC C13 (10 A) socket 1 IEC C19 (16 ) socket Remotely controlled sockets 2 groups of 2 x IEC C13 (10 A) Additional outputs with HS MBP 4 FR/Schuko sockets or 3 BS sockets or 6 IEC 10 A Socket or terminal blocks (HW version)				
	Interfaces	Communication ports 1 USB port + 1 RS232 serial port and relay contracts (USB and RS232 ports cannot be used simultaneously) + 1 mini terminal block for remote ON/OFF and Remote Power Off Communications card slots 1 slot for NMC Minislot card (included in Netpack versions) or NMC ModBus/JBus or MC Contracts/Serial Operating conditions, standards and approvals Operating temperature 0 to 40° Noise level <45 Dba Performance – Safety – EMC IEC/EN 62040-1 (Safety), IEC/EN 62040-2 (EMC), IEC/EN 62040-3 (Performance), Approvals CEem CV Report, TÜV				

\*The above quoted prices are inclusive of all costs and applicable taxes

Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

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

## SCHEDULE OF REQUIREMENTS

PROCUREMENT OF 650VA AND 2000VA UNINTERRUPTED POWER SUPPLY (UPS)																							
Item	Item Description	QTY	Unit	Delivery Term	Supplier's Statement of Compliance																		
1	<b>1. UNINTERRUPTED POWER SUPPLY 650VA (Desktop)</b> <table><tr><td>Run Time for Load</td><td>: -1m</td></tr><tr><td>325 Watts</td><td></td></tr><tr><td>Max. Capacity Used</td><td>: 100%</td></tr><tr><td>Output power capacity</td><td>: 325Watts / 650 VA</td></tr><tr><td>Nominal Output Voltage</td><td>: 230V</td></tr><tr><td>Nominal Input Voltage</td><td>: 230V</td></tr><tr><td>Input Connections</td><td>: NEMA 5-15P</td></tr><tr><td>Cord Length</td><td>: 1.2meters</td></tr><tr><td>Maximum Input Current</td><td>: 5.0A</td></tr></table>	Run Time for Load	: -1m	325 Watts		Max. Capacity Used	: 100%	Output power capacity	: 325Watts / 650 VA	Nominal Output Voltage	: 230V	Nominal Input Voltage	: 230V	Input Connections	: NEMA 5-15P	Cord Length	: 1.2meters	Maximum Input Current	: 5.0A	136	Units		
	Run Time for Load	: -1m																					
325 Watts																							
Max. Capacity Used	: 100%																						
Output power capacity	: 325Watts / 650 VA																						
Nominal Output Voltage	: 230V																						
Nominal Input Voltage	: 230V																						
Input Connections	: NEMA 5-15P																						
Cord Length	: 1.2meters																						
Maximum Input Current	: 5.0A																						
	<b>2. UNINTERRUPTED POWER SUPPLY 2000 VA</b> <table><tr><td>Rating</td><td>: (VA/W) 2200 VA / 1980 W</td></tr><tr><td>Format</td><td>: RT2U (tower/rack 2U) RT2U</td></tr><tr><td>Technology</td><td>: Line-Interactive High Frequency (Pure Sinewave, Booster + Fader)</td></tr><tr><td>Input</td><td>: Voltage and Frequency ranges without using batteries 160V-294V (adjustable to 150V-294V) 47 to 70 Hz (50 Hz system), 56.5 to 70 Hz (60 Hz system), 40 Hz in low-sensitivity mode</td></tr><tr><td>Output</td><td>: Voltage and Frequency 230 V (+6/-10%) (Adjustable to 200 V / 208 V / 220 V / 230 V / 240 V), 50/60 Hz +/- 0.1% (autosensing)</td></tr><tr><td>Connection</td><td>:<ul style="list-style-type: none"><li>- Input 1 IEC C20 (16 A) socket</li><li>- Output 8 IEC C13 (10 A) socket</li><li>- 1 IEC C19 (16 ) socket</li><li>- Remotely controlled sockets 2 groups of 2 x IEC C13 (10 A)</li><li>- Additional outputs with HS MBP 4 FR/Schuko sockets or 3 BS sockets or 6 IEC 10 A Socket or terminal blocks (HW version)</li></ul></td></tr><tr><td>Interfaces</td><td>:<ul style="list-style-type: none"><li>- Communication ports 1 USB port + 1 RS232 serial port and relay contracts (USB and RS232 ports cannot be used simultaneously) + 1 mini terminal block for remote</li></ul></td></tr></table>	Rating	: (VA/W) 2200 VA / 1980 W	Format	: RT2U (tower/rack 2U) RT2U	Technology	: Line-Interactive High Frequency (Pure Sinewave, Booster + Fader)	Input	: Voltage and Frequency ranges without using batteries 160V-294V (adjustable to 150V-294V) 47 to 70 Hz (50 Hz system), 56.5 to 70 Hz (60 Hz system), 40 Hz in low-sensitivity mode	Output	: Voltage and Frequency 230 V (+6/-10%) (Adjustable to 200 V / 208 V / 220 V / 230 V / 240 V), 50/60 Hz +/- 0.1% (autosensing)	Connection	: <ul style="list-style-type: none"><li>- Input 1 IEC C20 (16 A) socket</li><li>- Output 8 IEC C13 (10 A) socket</li><li>- 1 IEC C19 (16 ) socket</li><li>- Remotely controlled sockets 2 groups of 2 x IEC C13 (10 A)</li><li>- Additional outputs with HS MBP 4 FR/Schuko sockets or 3 BS sockets or 6 IEC 10 A Socket or terminal blocks (HW version)</li></ul>	Interfaces	: <ul style="list-style-type: none"><li>- Communication ports 1 USB port + 1 RS232 serial port and relay contracts (USB and RS232 ports cannot be used simultaneously) + 1 mini terminal block for remote</li></ul>	3	Units	Thirty (30) Calendar Days upon Receipt of Purchase Order					
Rating	: (VA/W) 2200 VA / 1980 W																						
Format	: RT2U (tower/rack 2U) RT2U																						
Technology	: Line-Interactive High Frequency (Pure Sinewave, Booster + Fader)																						
Input	: Voltage and Frequency ranges without using batteries 160V-294V (adjustable to 150V-294V) 47 to 70 Hz (50 Hz system), 56.5 to 70 Hz (60 Hz system), 40 Hz in low-sensitivity mode																						
Output	: Voltage and Frequency 230 V (+6/-10%) (Adjustable to 200 V / 208 V / 220 V / 230 V / 240 V), 50/60 Hz +/- 0.1% (autosensing)																						
Connection	: <ul style="list-style-type: none"><li>- Input 1 IEC C20 (16 A) socket</li><li>- Output 8 IEC C13 (10 A) socket</li><li>- 1 IEC C19 (16 ) socket</li><li>- Remotely controlled sockets 2 groups of 2 x IEC C13 (10 A)</li><li>- Additional outputs with HS MBP 4 FR/Schuko sockets or 3 BS sockets or 6 IEC 10 A Socket or terminal blocks (HW version)</li></ul>																						
Interfaces	: <ul style="list-style-type: none"><li>- Communication ports 1 USB port + 1 RS232 serial port and relay contracts (USB and RS232 ports cannot be used simultaneously) + 1 mini terminal block for remote</li></ul>																						

	<p>ON/OFF and Remote Power Off</p> <ul style="list-style-type: none"> <li>- Communications card slots 1 slot for NMC Minislot card (included in Netpack versions) or NMC ModBus/JBus or MC Contracts/Serial</li> <li>- Operating conditions, standards and approvals</li> <li>- Operating temperature 0 to 40°</li> <li>- Noise level &lt;45 Dba</li> <li>- Performance – Safety – EMC IEC/EN 62040-1 (Safety), IEC/EN 62040-2 (EMC), IEC/EN 62040-3 (Performance), Approvals CEm CV Report, TÜV</li> </ul>				
	<p><b>Qualification of the Suppliers</b></p> <p>The supplier must be legally registered, has at least 3 years' experience in supplying computer hardware and should submit at least two (2) Client Satisfactory Certificates for the last two (2) years.</p>				
	<p><b>Documentary Requirements</b> (Documents to be submitted together with the Quotations)</p> <ol style="list-style-type: none"> <li>1. Copy of PhilGEPS Registration Number;</li> <li>2. Updated Business/Mayor's Permit;</li> <li>3. Copy of Business / Income Tax Return (ITR); and</li> <li>4. Omnibus Sworn Statement               <ol style="list-style-type: none"> <li>4.1 To attach duly notarized Special Power of Attorney (If representing the owner of a sole proprietorship); and</li> <li>4.2 To attach duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable if representing a Partnership; Corporation, Cooperative, or Joint Venture.</li> </ol> </li> </ol>				

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Office Telephone No.

\_\_\_\_\_  
Fax/Mobile No.

\_\_\_\_\_  
Email Address/es

Page 5

## F I N A N C I A L   O F F E R

PROCUREMENT OF 650VA AND 2000VA UNINTERRUPTED POWER SUPPLY (UPS)	
Approved Budget for the Contract (ABC)	Total Offered Quotation
<b>Five Hundred Fifty-Eight Thousand Pesos (P558,000.00)</b>	<div style="margin-bottom: 10px;">In words: _____ _____ _____</div> <div>In figures: _____ _____ _____ _____</div>

**Terms of Payment:**

1. Send bill arrangement;
2. Within fifteen to thirty (15-30) Calendar Days (CD) upon receipt of billing invoice/SOA and issuance of inspection and Acceptance Report by MARINA.
3. Payment shall be made through List of Due and Demandable Accounts Payable with Advice to Debit Account (LDDAP-ADA); and
4. The supplier shall provide the Bank Account details where the payment will be credited. Preferably Landbank Account otherwise, bank charges shall be borne by the supplier.

**Payment Details:**

*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/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. **All submissions in response to this RFQ shall be in hard copy only. Soft copies will 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

Project Title	PROCUREMENT OF 650VA AND 2000VA UNINTERRUPTED POWER SUPPLY (UPS)			
Approved Budget of the Contract	The Approved Budget for the Contract is Five Hundred Fifty-Eight Thousand Pesos (P558,000.00) inclusive of all applicable taxes.			
Specifications/ Deliverables	<b>ITEM DESCRIPTION/TECHNICAL SPECIFICATION</b>		<b>QTY</b>	<b>UNIT</b>
	<b>1. UNINTERRUPTED POWER SUPPLY 650VA (Desktop)</b>		136	Units
	Run Time for Load 325 Watts	: -1m		
	Max. Capacity Used	: 100%		
	Output power capacity	: 325Watts / 650 VA		
	Nominal Output Voltage	: 230V		
	Nominal Input Voltage	: 230V		
	Input Connections	: NEMA 5-15P		
	Cord Length	: 1.2meters		
	Maximum Input Current	: 5.0A		
	<b>2. UNINTERRUPTED POWER SUPPLY 2000 VA</b>		3	Units
	Rating	: (VA/W) 2200 VA / 1980 W		
	Format	: RT2U (tower/rack 2U) RT2U		
	Technology	: Line-Interactive High Frequency (Pure Sineware, Booster + Fader)		
	Input	: Voltage and Frequency ranges without using batteries 160V-294V (adjustable to 150V-294V) 47 to 70 Hz (50 Hz system), 56.5 to 70 Hz (60 Hz system), 40 Hz in low-sensitivity mode		
Output	: Voltage and Frequency 230 V (+6/-10%) (Adjustable to 200 V / 208 V / 220 V / 230 V / 240 V), 50/60 Hz +/- 0.1% (autosensing)			
Connection	: <ul style="list-style-type: none"><li>- Input 1 IEC C20 (16 A) socket</li><li>- Output 8 IEC C13 (10 A) socket</li><li>- 1 IEC C19 (16 ) socket</li><li>- Remotely controlled sockets 2 groups of 2 x IEC C13 (10 A)</li><li>- Additional outputs with HS MBP 4 FR/Schuko sockets or 3 BS sockets or 6 IEC 10 A Socket or terminal blocks (HW version)</li></ul>			
Interfaces	: <ul style="list-style-type: none"><li>- Communication ports 1 USB port + 1 RS232 serial port and relay contracts (USB and RS232 ports cannot be used simultaneously) + 1 mini terminal block for remote ON/OFF and Remote Power Off</li><li>- Communications card slots 1 slot for NMC Minislot card (included in Netpack versions) or NMC ModBus/JBus or MC Contracts/Serial</li><li>- Operating conditions, standards and approvals</li><li>- Operating temperature 0 to 40°</li><li>- Noise level &lt;45 Dba</li><li>- Performance – Safety – EMC IEC/EN 62040-1 (Safety), IEC/EN</li></ul>			



	(Performance), Approvals CEm CV Report, TÜV			
<b>Qualification of the Suppliers</b>	The supplier must be legally registered, has at least 3 years' experience in supplying computer hardware and should submit at least two (2) Client Satisfactory Certificates for the last two (2) years.			
<b>Documentary Requirements</b> (Documents to be submitted together with the Quotation)	<input type="checkbox"/> Copy of PhilGEPS Registration Number; <input type="checkbox"/> Updated Business/Mayor's Permit; <input type="checkbox"/> Copy of Business/Income Tax Return (ITR) <input type="checkbox"/> Omnibus Sworn Statement <ul style="list-style-type: none"> <li>o To attach duly notarized Special Power of Attorney (if representing the owner of a sole proprietorship).</li> <li>o To attach duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable if representing a Partnership, Corporation, Cooperation, or Joint Venture).</li> </ul>			
<b>Delivery Terms</b>	Thirty (30) Calendar Days upon Receipt of Purchase Order.			
<b>Payment Terms</b>	<ol style="list-style-type: none"> <li>1. Send Bill Arrangement;</li> <li>2. Within Fifteen-Thirty (15-30) Calendar Days (CD) upon receipt of billing invoice/SOA and issuance of Inspection and Acceptance Report by MARINA;</li> <li>3. Payment shall be made through List of Due and Demandable Accounts Payable with Advice to Debit Account (LDDAP-ADA); and</li> <li>4. The supplier shall provide the bank account where payment will be credited. Preferably Land Bank Account otherwise, bank charges shall be borne by the supplier..</li> </ol>			

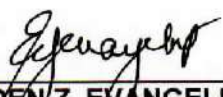
PREPARED BY:


  
**MARIA ELMIRA P. DAGUO**  
 Procurement Division, MFAS

NOTED BY:

  
**MELLANIE T. BALIN**  
 Chief, Procurement Division, MFAS

RECOMMENDING APPROVAL:

  
**EDEN Z. EVANGELISTA**  
 Chief, Accounting Division - MFAS  
 (End-User)

  
**Dir. SAMUEL L. BATALLA**  
 Executive Director - STCW Office  
 (End-User)

REVIEWED BY:

  
**Ms. BUENA G. RAMOS**  
 Head, Technical Working Group for  
 Small Value Procurement/Shopping

  
**Atty. SHARON D. ALEJO**  
 Chairperson, MARINA BAC

APPROVED/DISAPPROVED:

  
**Atty. HERNANI N. FABIA**  
 Administrator

7/19/2023



Republic of the Philippines  
Department of Transportation  
**MARITIME INDUSTRY AUTHORITY**

**PURCHASE REQUEST**

Office: MFAS Division/Section: Date: May 03, 2023			PR No.: <u>2023-05-222</u> SAI No.: <div style="text-align: center; font-weight: bold; font-size: 1.2em;">03 MAY 2023</div>		
Item No.	Unit	Item Description	Qty	Unit Cost	Total Cost
1	Pcs.	Uninterruptible Power Supply (UPS)	10	P 1,800.00	P 18,000.00
		xxx-xxx Nothing Follows xxx-xxx		3,000.00	30,000.00
					30,000.00 P 48,000.00
Requisitioning Officer					
Signature:		<i>[Signature]</i>			
Printed Name:		<b>EDEN Z. EVANGELISTA</b>			
Designation		Chief, Accounting Division			
<b>Purpose</b>					
<b>CERTIFICATION</b>					
<input checked="" type="checkbox"/> FUNDS AVAILABLE <input type="checkbox"/> NO FUNDS AVAILABLE		<i>[Signature]</i> <b>Atty. MARVIC S. RAMOS, CPA</b> Chief-Budget Division			
		<input type="checkbox"/> <b>Approved</b>		<input type="checkbox"/> <b>Disapproved</b>	
Signature:		<i>[Signature]</i>			
Printed Name:		<b>NENITA S. ATIENZA</b>			
Designation		Director II, MFAS			
Note: Please indicate specific purpose other than "for official use of the Office." (e.g. monthly regular supplies, as per APP. special projects, etc.)					

INCLUDED IN THE APP FY <u>2023</u>
CERTIFIED BY: <i>[Signature]</i>
<b>MELLANIE T. BALIN</b>
<i>[Signature]</i> 5/11/23





REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF TRANSPORTATION

**MARITIME INDUSTRY AUTHORITY**



**PURCHASE REQUEST**

Office: STCW OFFICE

PR No. : 2023-04-207

Division/Section: ICTMD

SAI No. : 28 APR 2023

Date Request: 24 APR 2023

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	unit	PROCUREMENT OF UNINTERRUPTED POWER SUPPLY 650 VA (Desktop)	126	3,000.00	378,000.00
	unit	PROCUREMENT OF UNINTERRUPTED POWER SUPPLY 2000 VA	3	50,000.00	150,000.00
*****	*****	*****	*****	*****	*****
					528,000.00

**Requisitioning Officer**

Signature:

Printed Name:

Designation

MELLANIE T. BALIN

**SAMUEL L. BATALLA**

Officer-In-Charge

Office of the Executive Director  
STCW Office

Purpose:

To supply backup power, safeguarding equipment from damage in the event of a power outage  
and to be utilized by the different STCW Offices

**CERTIFICATION**

- ☒ FUNDS AVAILABLE  
☐ NO FUNDS AVAILABLE

**ATTY. MARVIC S. RAMOS**

Chief, Budget Division

☒ Approved

☐ Disapproved

**PR Approver**

Signature:

Printed Name:

**Atty. HERNANI M. 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]*