



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 MATERIALS FOR REPAINTING OF HALLWAYS AND OFFICE AT THE MARINA CENTRAL OFFICE BUILDING** in accordance with Section 53.9 (Negotiated Procurement – Small Value Procurement) of the Updated 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **Seven Hundred Fifty-seven Thousand Five Hundred Pesos (Php173,189.00)**.

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 13 March 2024** at the MARINA BAC Office located at 10th Floor MARINA Building, Bonifacio Drive cor., 20th Street, Port Area, Manila, Philippines.

A copy of your **PhilGEPS Registration, Mayor's Permit/ Business Permit, and Omnibus Sworn Statement** are required to be submitted along with your signed quotation/proposal.

For any clarification, you may contact BAC Secretariat at telephone no. **(+632) 8524-6518** or email address at bacsec@marina.gov.ph


ATTY. SHARON L. DE CHAVEZ-ALEDO
BAC Chairperson

BIDS AND AWARDS COMMITTEE

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

(+632) 8524-6518 | marina.gov.ph | bacsec@marina.gov.ph

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 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:

SPECIFICATIONS

PROCUREMENT MATERIALS OF REPAINTING OF HALLWAYS AND OFFICE AT THE MARINA CENTRAL OFFICE BUILDING

Item	Description	Supplier's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)																																													
	<table border="1"><thead><tr><th>UNIT</th><th>ITEM DESCRIPTION</th><th>QTY</th></tr></thead><tbody><tr><td>Gal</td><td>Flat Latex (White)</td><td>82</td></tr><tr><td>Gal</td><td>Gloss Latex (White)</td><td>82</td></tr><tr><td>Gal</td><td>Flat Latex (Brown)</td><td>58</td></tr><tr><td>Liter</td><td>Tinting Color (Yellow)</td><td>1</td></tr><tr><td>Sacks</td><td>Skim Coat</td><td>3</td></tr><tr><td>Sacks</td><td>Boral Powder</td><td>6</td></tr><tr><td>Pcs</td><td>Sand Paper #100</td><td>25</td></tr><tr><td>Pcs</td><td>Sand Paper #120</td><td>20</td></tr><tr><td>Pcs</td><td>Sand Paper #150</td><td>25</td></tr><tr><td>Pcs</td><td>Baby Roller Refill</td><td>10</td></tr><tr><td>Pcs</td><td>Roller #6</td><td>10</td></tr><tr><td>Pcs</td><td>Paleta #4</td><td>6</td></tr><tr><td>Pcs</td><td>Paint Brush #2</td><td>20</td></tr><tr><td>Pcs</td><td>Paint Brush #3</td><td>20</td></tr></tbody></table>	UNIT	ITEM DESCRIPTION	QTY	Gal	Flat Latex (White)	82	Gal	Gloss Latex (White)	82	Gal	Flat Latex (Brown)	58	Liter	Tinting Color (Yellow)	1	Sacks	Skim Coat	3	Sacks	Boral Powder	6	Pcs	Sand Paper #100	25	Pcs	Sand Paper #120	20	Pcs	Sand Paper #150	25	Pcs	Baby Roller Refill	10	Pcs	Roller #6	10	Pcs	Paleta #4	6	Pcs	Paint Brush #2	20	Pcs	Paint Brush #3	20			
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**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

REQUEST FOR QUOTATION FORM FOR MPAS BUILDING MAINTENANCE

This schedule of requirements stipulates the period of delivery of the items covered by the RFQ to the official address of the procuring entity. Deliveries should be made within office hours and on regular working days or on the date as may be stipulated in the contract.

SCHEDULE OF REQUIREMENTS

PROCUREMENT MATERIALS OF REPAINTING OF HALLWAYS AND OFFICE AT THE MARINA CENTRAL OFFICE BUILDING																																																
Item	Description	Delivery Term	Bidder's Statement of Compliance in Delivery Date																																													
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Signature over Printed Name

Position/Designation

Office Telephone No.

Fax/Mobile No.

Email Address/es

REQUEST FOR QUOTATION FORM FOR MPAS-BUILDING MAINTENANCE

FINANCIAL OFFER

PROCUREMENT MATERIALS OF REPAINTING OF HALLWAYS AND OFFICE AT THE MARINA CENTRAL OFFICE BUILDING

Approved Budget for the Contract (ABC)	Total Offered Quotation
The Approved Budget for the Contract is Php 173,189.00 inclusive of all applicable taxes	In words: _____ _____ _____ In figures: _____ _____

Terms of Payment:

Within Fifteen-Thirty (15-30) calendar days upon receipt of billing invoice/SOA and issuance of Inspection and Acceptance Report by MARINA

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. Quotations, including documentary requirements, received after the deadline shall not be accepted. For quotations submitted via electronic mail, the date and time of receipt indicated in the e-mail shall be considered.
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

Office Telephone No.

Fax/Mobile No.

Email Address/es

REQUEST FOR QUOTATION FORM FOR MFAS-BUILDING MAINTENANCE

Republic of the Philippines
Department of Transportation
MARITIME INDUSTRY AUTHORITY

ROUTING/ACTION SLIP
(Always attach this form to all Communications)

Ref. No

54 555

Originating Office

Type of Application

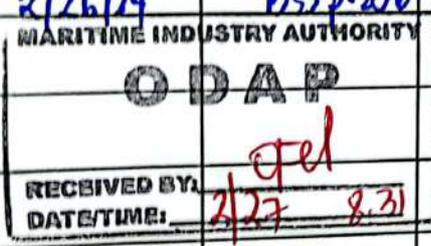
ORDM 2024-02-0630

SUBJECT

Proponent

REPAINTING OF HALLWAYS AND OFFICE AT THE MARINA CENTRAL OFFICE

ACTIONS TAKEN BY CONCERNED OFFICE/STAFF

DATE/TIME	FROM	TO	REMARKS
02/23/2024	BAC SEC	BAC CHAIR	Atty., for Signature on the Attached DF and Tech Specs Please. Thank You for: [Signature]
2/26/24	BSS p-206	OIC-DAP	M'ang, For your kind approval, pls. thank you po.
			
2/23/24	OIC	OADM	For consid and approve, pls. Ty [Signature]
11:45 am	OADM		
			
27 Feb 2024	DDD-OADM	COS-OADM	For approval and signature in DF of Technical Specification. Mark you po.
2/29/2024	COS-OADM	M'SGM	For your kind consideration.
2/28/24	ORDM	BACSEC	TOR signed for 2/27/24

Mindy
2/28/24 8:30

received [Signature]
2/28/24 9:15
MWT



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

Revised 2024

DISPOSITION FORM

To	The Administrator	Date:	Control No.
Thru	The OIC-Deputy Administrator for Planning	23 February	
From	The OIC-Director II, MFAS	2024	
Subject	REPAINTING OF HALLWAYS AND OFFICE AT THE MARINA CENTRAL OFFICE		

for: jml MSR/ 23 February 2024

SUMMARY

1. **SUMMARY:**

Reference:
a. IRR of RA 9184

- The Purchase Request as attached was already approved and the End User prepared Technical Specifications for the said procurement.
- The MARINA Bids and Awards Committee (BAC) and the Technical Working Group for Goods and Services Above Fifty Thousand up to One Million Pesos (TWG-GaS1MB) have reviewed the Technical Specifications of the above subject.

RECOMMENDATION:

- Requesting the approval and signature of the Administrator on the attached Technical Specifications.

[Signature]
ALEDO
BAC, Chairperson

Enclosures/ Attachments:

- 1- Technical Specifications
- 2- Approved Purchase Request
- 3- Approved PPMP

<input checked="" type="checkbox"/> CONCURRED <input type="checkbox"/> NOT CONCURRED
Remarks: <i>[Signature]</i> ATIENZA DAO/ DAP/ ED
Date:

SOA/526-23

<input checked="" type="checkbox"/> FOR APPROVAL <input type="checkbox"/> FOR DISAPPROVAL
Remarks: <i>[Signature]</i> HERNANDEZ Chief of Staff, OADM
Date: <i>2/27/2024</i>

<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED
Remarks: <i>[Signature]</i> MALALUAN Administrator
Date:

Originating Office: **MFAS- BM** Ref. No: _____
Type of Application: _____

SUBJECT PR FOR THE PROCUREMENT OF MATERIALS FOR THE REPAINTING OF WALLS OF THE HALLWAYS AND OFFICES AT THE MARINA CENTRAL OFFICE BUILDING

ACTIONS TAKEN BY CONCERNED OFFICE/STAFF

DATE/TIME	FROM	TO	REMARKS
02-19-24	VCCM	OIC-D-MFAS	SIR RALPH, FOR YOUR CONSIDERATION THANKS
2/19	OIC-MFAS	PD/BAC	SIGNED. J
			
2/19/24	PD	BM-TWG SUP	FOR VALIDATION ON THE ATTACHED ITM WITH MR. [Signature]
		REZ: 02/19/23 11:37	
2/20/24	TWG SVP-S	The BAC CHAIR	M'am, respectfully forwarding the signed Technical Specifications, for your consideration, pls. Thank you
02/22/24	VCCM	OIC D-MFAS	SIR RALPH. AS INSTRUCTED. THANK YOU.
2/23/24	TWG SVP-S/	the BAC chair/ BAC SEC	M'am, respectfully forwarding the signed technical specifications for your consideration pls. Thank you po.
		received MWTJ 2/22	

Originating Office: **MFAS-** Ref. No: **PR 76**
Type of Application: **PR 76**
PR 76
PR 76

SUBJECT P.R. FOR THE PROCUREMENT OF MATERIALS FOR THE REPAINTING OF WALLS OF THE HALLWAYS AND OFFICES AT THE MARINA CENTRAL OFFICE BUILDING

ACTIONS TAKEN BY CONCERNED OFFICE/STAFF

DATE/TIME	FROM	TO	REMARKS
01/25/24 12:54	BM	ODAP	MAAM, NETH, FOR YOUR CONSIDERATION. THANK YOU.
			
1/26/24 6:50 am	OIC	OADM	For review and approval, pls Tyne
			
26 Jan 2024	ODD - OADR	OIC - ADM	No corrections. For approval as signature. Thank you.
1/29/24	OADM	BM	SIGNED.
01-30-24	VCCM	FD	MAAM FOR YOUR CONSIDERATION THANKS
			
1/30/24	PD	VCCM	SIR, THE REPLANT OF TS FORWARDED THEM NEEDED NO COMPLIANCE. TY



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

TECHNICAL SPECIFICATIONS

<p>Project Description</p>	<p>For Repainting of Hallways and Office at the MARINA Central Office Building.</p>																																													
<p>Approved Budget of the Contract</p>	<p>The Approved Budget for the Contract is Php 173,189.00 inclusive of all applicable taxes</p>																																													
<p>Specifications/ Deliverables <i>(Ex. Size, color, materials used and other specs requirements)</i></p>	<table border="1"> <thead> <tr> <th>UNIT</th> <th>ITEM DESCRIPTION</th> <th>QTY</th> </tr> </thead> <tbody> <tr> <td>Gal</td> <td>Flat Latex (White)</td> <td>82</td> </tr> <tr> <td>Gal</td> <td>Gloss Latex (White)</td> <td>82</td> </tr> <tr> <td>Gal</td> <td>Flat Latex (Brown)</td> <td>58</td> </tr> <tr> <td>Liter</td> <td>Tinting Color (Yellow)</td> <td>1</td> </tr> <tr> <td>Sacks</td> <td>Skim Coat</td> <td>3</td> </tr> <tr> <td>Sacks</td> <td>Boral Powder</td> <td>6</td> </tr> <tr> <td>Pcs</td> <td>Sand Paper #100</td> <td>25</td> </tr> <tr> <td>Pcs</td> <td>Sand Paper #120</td> <td>20</td> </tr> <tr> <td>Pcs</td> <td>Sand Paper #150</td> <td>25</td> </tr> <tr> <td>Pcs</td> <td>Baby Roller Refill</td> <td>10</td> </tr> <tr> <td>Pcs</td> <td>Roller #6</td> <td>10</td> </tr> <tr> <td>Pcs</td> <td>Paleta #4</td> <td>6</td> </tr> <tr> <td>Pcs</td> <td>Paint Brush #2</td> <td>20</td> </tr> <tr> <td>Pcs</td> <td>Paint Brush #3</td> <td>20</td> </tr> </tbody> </table>	UNIT	ITEM DESCRIPTION	QTY	Gal	Flat Latex (White)	82	Gal	Gloss Latex (White)	82	Gal	Flat Latex (Brown)	58	Liter	Tinting Color (Yellow)	1	Sacks	Skim Coat	3	Sacks	Boral Powder	6	Pcs	Sand Paper #100	25	Pcs	Sand Paper #120	20	Pcs	Sand Paper #150	25	Pcs	Baby Roller Refill	10	Pcs	Roller #6	10	Pcs	Paleta #4	6	Pcs	Paint Brush #2	20	Pcs	Paint Brush #3	20
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<p>Other End-User Requirements <i>(Ex. Warranty, photos of the product and other end-user requirements)</i></p>																																														
<p>Delivery Terms <i>(to be determined by the End-User)</i></p>	<p>Within 7 Days CD upon confirmation of Purchase Order (PO)</p>																																													
<p>Payment Terms <i>(Government terms 15-30 CD)</i></p>	<p>Within Fifteen-Thirty (15-30) calendar days upon receipt of billing invoice/SOA and issuance of Inspection and Acceptance Report by MARINA</p>																																													
<p>Documentary Requirements <i>(per RA9184)</i></p>	<ol style="list-style-type: none"> 1. PhilGEPS Registration 2. Mayor's Permit/ Business Permit 3. Omnibus Sworn Statement: <ol style="list-style-type: none"> 3.1 To attach duly notarized Special Power of Attorney (if representing the owner of a sole 																																													

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3.2 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

Note: Prospective suppliers must comply with all of the above requirements to become eligible with the said procurement project.

Prepared by:

VIEN CONSTANTINE C. MESINA
Building Supervisor

Recommending Approval:

RALPH A. NARVAEZ
OIC-Director, MFAS

Reviewed by:

BUENA G. RAMOS
Head, TWG

Atty. SHARON D. ALEJO
Chairperson, BAC

APPROVED / ~~DISAPPROVED~~:

SONIA E. MALALUAN
Administrator

me 2/28/24



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

Revised 2024

DISPOSITION FORM

To	The Administrator	Date: 23 January 2024	Control No.
Thru	The Deputy Administrator for Operations		
From	The OIC-Director, MFAS		
SUBJECT	PURCHASE REQUEST FOR THE PROCUREMENT OF MATERIALS FOR THE REPAINTING OF WALLS OF THE HALLWAYS AND OFFICES AT THE MARINA CENTRAL OFFICE BUILDING		

VCCM / Maintenance / 23 January 2024

Budgets

SUMMARY

- Reference:
 - Memorandum dated 22 January 2024; and
 - Purchase Request
- The purpose of the Purchase Request is to procure materials for the repainting of hallways and offices at the MARINA Central Office Building.
- As per Memorandum dated 22 January 2024 submitting the Purchase Request for the procurement of materials for building activities.
- Submitting herewith is the Purchase Request.

RECOMMENDATION:

For the kind approval and signature of the Administrator.

NARVAEZ
OIC-Director

Enclosures/Attachments:

- 1 – Memo dated 22 January 2024
- 2 – Purchase Request

<input checked="" type="checkbox"/> CONCURRED <input type="checkbox"/> NOT CONCURRED
Remarks:
<i>Per memo to OIC 1/26/24</i> ATIENZA OIC-DAP
Date:

SO # 1526-23

<input checked="" type="checkbox"/> FOR APPROVAL <input type="checkbox"/> FOR DISAPPROVAL
Remarks:
 HERNANDEZ Chief of Staff, OADM
Date: <i>1/27/2024</i>

<input checked="" type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED
Remarks:
 MALALUAN Administrator
Date:

MARINA Building
20th Street corner Bonifacio Drive
1018 Port Area (South), Manila

Tel. Nos: (632) 8523-9078/ 8526-0971
Fax No: (632) 8524-2895
Website: www.marina.gov.ph



Republic of the Philippines
Department of Transportation and Communications
MARITIME INDUSTRY AUTHORITY

0099

PURCHASE REQUEST

Office: MFAS
Division/Section: BUILDING MAINTENANCE
PR No.: 2024-01-032
SAI No.: JAN 24 2024

Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	gal	flat latex (white)	82	720	59,040.00
2	gal	gloss latex (white)	82	750	61,500.00
3	gal	flat latex (brown)	58	720	41,760.00
4	liter	yellow T/C	1	200	200.00
5	sacks	skim coat	3	530	1,590.00
6	sacks	boral	6	800.00	4,800.00
7	pcs	sand paper #100	25	15.00	375.00
8	pcs	sand paper #120	20	15.00	300.00
9	pcs	sand paper #150	25	15.00	375.00
10	pcs	baby roller refill	10	45.00	450.00
11	pcs	roller #6	10	95.00	950.00
12	pcs	paleta #4	6	40.00	240.00
14	pcs	paint brush #2	20	35.00	700.00
15	pcs	paint brush #3	20	45.00	900.00
				Total	173,189.00

Requisitioning Officer:

Signature:

Printed Name:

Designation:

[Signature]
RALPH A. NARVAEZ
DTC-Director, MFAS

Purpose:

pr for repainting hallways and offices @ MARINA CENTRAL OFFICE

CERTIFICATION

FUNDS AVAILABLE
 NO FUNDS AVAILABLE

[Signature]
Atty. MARIVIC S. RAMOS, CPA
Chief, Budget Division

Approved

Approved

Disapproved

Disapproved

PR Approver:

Signature:

Printed Name:

Designation:

[Signature]
SONIA B. MALALUAN
Administrator

INCLUDED IN THE APP FY 2024
CERTIFIED BY:

[Signature]
MELLANIE T. BALIN
Chief, Administrative Center



Republic of the Philippines
Department of Transportation and Communications
MARITIME INDUSTRY AUTHORITY

PURCHASE REQUEST

Office:		MFAS	PR No.: 2024-01-033		
Division/Section:		BUILDING MAINTENANCE	SAI No.: JAN 21 2024		
Item No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	gal	flat latex (white)	82	720	59,040.00
2	gal	gloss latex (white)	82	750	61,500.00
3	gal	flat latex (brown)	58	720	41,760.00
4	liter	yellow T/C	1	200	200.00
5	sacks	skim coat	3	530	1,590.00
6	sacks	boral	6	800.00	4,800.00
7	pcs	sand paper #100	25	15.00	375.00
8	pcs	sand paper #120	20	15.00	300.00
9	pcs	sand paper #150	25	15.00	375.00
10	pcs	baby roller refill	10	45.00	450.00
11	pcs	roller #6	10	95.00	950.00
12	pcs	paleta #4	6	40.00	240.00
14	pcs	paint brush #2	20	35.00	700.00
15	pcs	paint brush #3	20	45.00	900.00
				Total	173,189.00

Requisitioning Officer:

Signature:

Printed Name:

Designation:

RALPH A. NARVAEZ

Dir. Director, MFAS

Purpose:

pr for repainting hallways and offices @ MARINA CENTRAL OFFICE

CERTIFICATION

FUNDS AVAILABLE
 NO FUNDS AVAILABLE

Atty. MARIVIC S. RAMOS, CPA
Chief, Budget Division

Approved

Approved

Disapproved

Disapproved

PR Approver:

Signature:

Printed Name:

Designation:

SONIA B. MALALUAN

Administrator

INCLUDED IN THE APP FY 2024
CERTIFIED BY:

MELLANIE T. BALIN

Chief, Administrative Services

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. [Select one, delete the other:]

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. [Select one, delete the other:]

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable:)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. [Select one, delete the rest:]

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]