



June 17, 2021

## REQUEST FOR PRICE QUOTATION

### Supply, Fabrication, Delivery and Installation Including Labor of the ECC Tanay Property Signages Negotiated Procurement 53.9 – Small Value Procurement

Sir/Madam:

The Employees' Compensation Commission invites you to submit your quotation for the item/s described below using the **Price Proposal Form (please see Annex A)**, subject to the terms and conditions stated in the RPQ.

Quantity	Unit	Item/Description	Unit Cost	Approved Budget for the Contract
1 Lot				
3	Pieces	Supply, Fabrication, Delivery and Installation Including Labor of the ECC Tanay Property Signages	₱70,000.00	₱210,000.00
TOTAL				₱210,00.00
Specifications		Please refer to attached ECC Tanay Property Signs Plan		
Terms of Delivery		45 days upon receipt of approved Contract/ Purchase Order / Notice to Proceed		

Submit your proposal, together with the following documents, duly signed by you or your duly authorized representative, not later than **June 25, 2021, 5:00 PM:**

1. **PhilGEPS Certificate/Number;**
2. **Mayor's/Business Permit 2021;**

PhilGEPS Platinum Registration Certificate may be submitted **in lieu** of the foregoing documents.

A Notarized Omnibus Sworn Statement (**see Annex "B"**) will be also required to be submitted prior to Award.

Proposals shall be submitted at the address indicated below:


Admin. Division – Supply Section  
Employees' Compensation Commission  
5/F ECC Building 355 Sen. Gil Puyat Avenue  
Makati City

Only one (1) set of documents shall be required.

Proposals and other documents required may be sent electronically to [supply@ecc.gov.ph](mailto:supply@ecc.gov.ph) or [chua\\_ac@ecc.gov.ph](mailto:chua_ac@ecc.gov.ph). Electronically submitted proposals and documents must be submitted on or before the deadline of submission as stated in this RPQ.

Late submission of quotations shall not be accepted and considered.

N.B.: Suppliers not directly invited may participate. The duly accomplished Proposal (Annex A), together with the other required documents, shall be submitted on or before the deadline for submission of proposal or any extension thereof.

  
**ANALIZA C. CHUA**  
BAC Secretariat

**PRICE PROPOSAL FORM**

Date: \_\_\_\_\_

Supply Section  
Employees' Compensation Commission  
5/F ECC Building, 355 Sen. Gil Puyat Avenue  
Makati City

Sir/Madam:

Having examined the foregoing Request for Price Quotation for the **Supply, Fabrication, Delivery and Installation Including Labor of the ECC Tanay Property Signages** which includes the technical specifications, the receipt of which is hereby duly acknowledged, the undersigned, offer to, in conformity with the said Request for Price Quotation for the sums stated hereunder:

QUANTITY	UNIT	ITEM/DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	Lot	<b>Supply, Fabrication, Delivery and Installation Including Labor of the ECC Tanay Property Signages (3 units signages)</b>		
<b>Total Price Proposal</b>				
<b>Total Price in Words:</b>				
<b>Specifications</b>	<b>As described in the ECC Tanay Property Signs Plan</b>			
<b>Terms of Delivery:</b>	<b>45 days upon receipt of approved Contract/ Purchase Order / Notice to Proceed</b>			

We undertake, if our Proposal is accepted, to deliver the goods/services as identified in the Technical Specifications/Terms of Reference and in accordance with the delivery schedule.

Our quotation includes all taxes, duties and/or levies payable and is valid for a period of THIRTY (30) calendar days upon issuance of this document.

We understand that the ECC Bids and Awards Committee (BAC) may require from us the submission of documents that will prove our legal, financial and technical capability to undertake this project.

Until a formal Contract is prepared and executed, this Proposal, together with your written acceptance thereof and your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest or any Proposal you may receive.

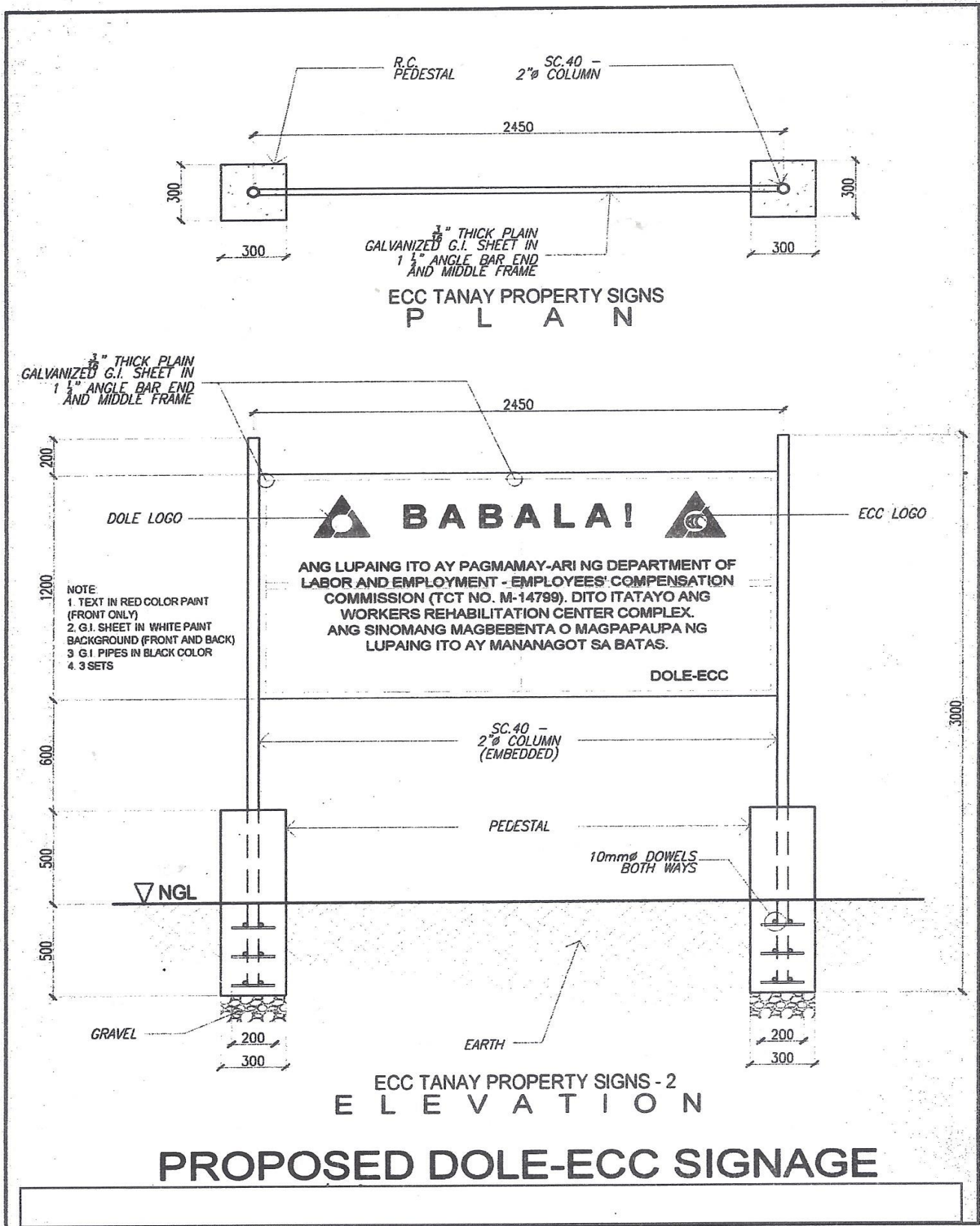
Dated this \_\_\_\_\_

\_\_\_\_\_  
Signature Over Printed Name

\_\_\_\_\_  
Capacity / Position

\_\_\_\_\_  
Company

\_\_\_\_\_  
Contact Number / Email Address



\_\_\_\_\_  
Signature Over Printed Name

\_\_\_\_\_  
Capacity / Position

\_\_\_\_\_  
Company

\_\_\_\_\_  
Contact Number/ Email Address

**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*