



June 3, 2021

REQUEST FOR PRICE QUOTATION

Supply and Delivery of Prepaid Cellphone Load Cards 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		Supply and Delivery of Prepaid Cellphone Load Cards		
84	pieces	Globe 500	500.00	42,000.00
27	pieces	Smart 500	500.00	13,500.00
3	pieces	Globe 300	300.00	900.00
9	pieces	Smart 300	300.00	2,700.00
9	pieces	TNT 300	300.00	2,700.00
18	pieces	TNT 100	100.00	1,800.00
20	pieces	TM 300	300.00	6,000.00
40	pieces	TM 100	100.00	4,000.00
24	pieces	Globe 100	100.00	2,400.00
18	pieces	Smart 100	100.00	1,800.00
TOTAL				77,800.00
Specifications		Expiration date of Prepaid Cards should be at least six (6) months from date of delivery		
Terms of Delivery		15 working 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 11, 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 or 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.

SGD
ANALIZA C. CHUA
BAC Secretariat

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.

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 and Delivery of Prepaid Cellphone Load Cards**, 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
84	pieces	Globe 500		
27	pieces	Smart 500		
3	pieces	Globe 300		
9	pieces	Smart 300		
9	pieces	TNT 300		
18	pieces	TNT 100		
20	pieces	TM 300		
40	pieces	TM 100		
24	pieces	Globe 100		
18	pieces	Smart 100		
Total Price Proposal				
Total Price in Words:				
Specifications		Expiration date of Prepaid Cards should be at least six (6) months from date of delivery		
Terms of Delivery:		15 working days upon receipt of approved Contract/ Purchase Order / Notice to Proceed		

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

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]