



Republic of the Philippines
Department of Justice
BUREAU OF CORRECTIONS
City of Puerto Princesa

REQUEST FOR QUOTATION #17-07-0027

PROJECT TITLE Supply & Delivery of Fertilizers and Pesticides (1st cropping of 2017 at Iwahig Prison and Penal Farm (NEGOTIATED PROCUREMENT)

APPROVED BUDGET OF THE CONTRACT: **Php 887,940.00**

Name of Company: _____

Address: _____

Business Permit No.: _____

TIN No.: _____

Terms and Conditions

- a.) Bidders shall provide correct and accurate information required in this form.
- b.) Price quotation/s must be valid for a period of *One Hundred Twenty (120) calendar days* from the date of submission.
- c.) Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- d.) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- e.) Award of contract shall be made to the lowest 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.
- f.) Any alterations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- g.) The item/s shall be delivered within **thirty (30) calendar days** from receipt of approved purchase order/Notice to Proceed.
- h.) The IP&PF shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- i.) Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The IP&PF 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.
- j.) Late submission of RFQ shall not be accepted.

BIDDERS STATEMENT OF COMPLIANCE TO TERMS & CONDITIONS:

Signature over Printed Name of Authorized Representative

DOCUMENTS REQUIRED TO BE SUBMITTED:**Class "A" Documents**

1. Certified True Copy of valid & current DTI/SEC Registration
2. Certified True Copy of valid & current Mayor's Permit/Business Permit
3. Certified True Copy of Valid & Current Tax Clearance
4. Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (**ANNEX "A"**)
5. Statement identifying the bidder's single largest completed contract similar to contract to be bid (**ANNEX "B"**) w/ contract value of at least 25% of ABC.

The following documents must be attached to ANNEX "B"

- ❖ Original Copy of End-Users Acceptance **and**
 - ❖ Certified True Copy of Official Receipt
6. Certified true copy of Audited financial statements, stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from bid submission; which must include the following statements:
 - a.) Independent Auditor's Report
 - b.) Balance Sheet (Statement of Financial Position); and
 - c.) Income Statement (Statement of comprehensive Income)
 - d.) Notes to Financial Statement
 - e.) Cash Flow
 7. The prospective bidder's computation for its Net Financial Contracting Capacity (**ANNEX "C"**)
 - Latest Annual Tax Return must be attached to the NFCC computation that was filed thru Electronic Filing and Payment Systems (EFPS) and must be duly validated with the tax payments made thereon for the preceding Tax Year be it on a calendar of fiscal year income per Revenue Regulations 3-2005.
 8. If applicable, the JVA in case of the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful. (**ANNEX "D"**)
 - i.) In case the joint venture is not yet in existence, the submission of a valid JVA shall be within ten (10) calendar days from receipt by the bidder of the notice from the BAC that the bidder is the Lowest Calculated and Responsive Bid (Sec. 37.1.4 (a)(i))
 - ii) Each partner of a joint venture agreement shall likewise submit the above stated legal documents. Submission of Technical Documents and Financial Documents by any of the joint venture partners constitutes compliance.
 9. Certified True Copy of valid and current PhilGeps Registration
 10. Duly Notarized Omnibus Sworn Statement in accordance with Section 25.2(a)(iv) of the IRR of RA 9184 and using the form attached hereto as **ANNEX "E"**
 - ❖ Duly notarized Special Power of Attorney – For sole proprietorship if owner opts to designate a representative/s
 - ❖ Duly notarized Secretary's Certificate evidencing the authority of the designated representative/s, issued by the corporation,
 11. Certification for Fertilizer and Pesticide Authority

BIDDERS STATEMENT OF COMPLIANCE ON THE REQUIRED DOCUMENTS:

Signature over Printed Name of Authorized Representative

RFQ # 17-07-0027

GENERAL INSTRUCTIONS:

a.) Each Bidder shall submit the following in *one (1)* big envelope duly labeled and sealed containing two sets of envelopes:

First envelope must contain four (4) copies of Legal, Technical, Financial and duly conformed Technical Bid Form Documents duly marked as "**1st Copy**", "**2nd Copy**", "**3rd Copy**" and "**4th Copy**"

Second envelope must contain four (4) copies of Financial Bid Documents duly marked as "**1st Copy**", "**2nd Copy**", "**3rd Copy**" and "**4th Copy**"

b.) **Submission and Opening of Sealed RFQ shall be on July 14, 2017 at 10:00 A.M. same venue**

c.) **Late Submission of RFQ shall not be accepted**

BIDDERS STATEMENT OF COMPLIANCE ON THE GENERAL INSTRUCTIONS:

Signature over Printed Name of Authorized Representative



Dr. ARNEL Y. BONDOC
BAC, Chairman, IP&PF

Financial Bid Form

RFQ # IP&PF -17-07-0027

Supply & Delivery of Fertilizers and Pesticides (1st cropping of 2017 at Iwahig Prison and Penal Farm (NEGOTIATED PROCUREMENT))

Item No.	Qty	Unit of Issue	Item Description	Approved Budget for the Contract (ABC)	Unit Price	TOTAL BID PRICE (Inclusive of VAT)
1.	110	bag	FERTILIZER, 14-14-14	Php 887,940.00		
2.	203	Bag	FERTILIZER, UREA, 46-0-0			
3.	26	Bag	FERTILIZER, MURIATE OF POTASH, (0-0-60)			
4.	55	Bag	FERTILIZER, AMMONIUM SULFATE (21-0-0))			
5.	10	Bag	FERTILIZER, 16-20-0, PHOSPHATE			
6.	300	bag	FERTILIZER, ORGANIC			
7.	36	Box	INSECTICIDE, 1L/BOT. LAMBDA CYHALOTHRIN 26/L, AROMATIC SOLVENT 85G/L EMULSIFIER 100			
8.	30	box	INSECTICIDE, 500G/box, ACTIVE ing. methanol 400g/kg inert ingredients 600g/kg			
9.	30	box	INSECTICIDE, 100ml/bot with active ing. IMIDECLOPRID 210g/l. BETA-CYRLATHINON 90 g/L CYCLOHEXANONE , 160g/l			
10.	43	ltr	INSECTICIDE, 2.5 EC (1.5 LITER)			
11.	63	Bot	MOLLUSCICIDE, EC250, 1L/bot, with active ings. NICLOSAMIDE 250g/L, METHYL ISOBUTYL KETONE 250 g/L, ISOBUTANOL 100g/L			
12.	34	Bot	HERBICIDE, 500ML/BOT. active ing. 60g/L FENOXYPROP-PETHYL, 21g/L. ETHOXYLSULFURON			
13.	30	Bot	HERBICIDE, 1L/bot. with active ings. PRETILACHLOR 300g/L and softener, 150g/L			
14.	33	Bot	HERBICIDE, 1lr/bot with active ing. ISOPROPYLAMINE SALT OF GLYPHOSATE 480 g/ltr and glyphosate acid equivalent 360g/L			
15.	26	Ltr	HERBICIDE, PRE			

			EMERGENCE		
16.	26	ltr	HERBICIDE, POST-EMERGENCE		
17.	26	Kgm	FUNGICIDE, WETTABLE POWDER		
<u>TOTAL ABC</u>				<u>Php 887,940.00</u>	

Financial Bid Form

(Prices must be inclusive of VAT)

PLEASE USE THIS BID FORM DO NOT RETYPE OR ALTER

BIDDERS UNDERTAKING

I/We, the undersigned bidder having examined the Bidding documents including Bid Bulletins, as applicable, hereby **BID to SUPPLY AND DELIVER** the above described item/s

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award

Until a formal contract/order confirmation is prepared and signed, this Bid is binding on us.

Name of company in Print

Signature of Authorized Representative

Date

Company LetterheadSupply & Delivery of Fertilizers and Pesticides (1st cropping of 2017 at Iwahig Prison and Penal Farm (NEGOTIATED PROCUREMENT)

Statement of all ongoing contract and completed contract within the last two (2) years

1.) All ongoing (including contract awarded but not yet started, if any)

Name of client	Name of Contract	Date and status of contract	Kinds of Goods	Amount of contract	Value of outstanding contracts	Date of Delivery	Purchase order Number/s or Date of Contract/s

2.) Completed Contract at least two completed contract, one for each year 2015, 2016 as applicable.

Name of client	Name of Contract	Date of contract	Kinds of Goods	Value of contract	Date of completion	Official Receipt No. & date or Enduser's Acceptance Date

CERTIFIED CORRECT:_____
Name and Signature of Authorized Representative_____
Position_____
Date

Company Letterhead

Supply & Delivery of Fertilizers and Pesticides (1st cropping of 2017 at Iwahig Prison and Penal Farm (NEGOTIATED PROCUREMENT)

Statement of Single Largest Completed Contract of Similar nature within the last two (2) years from the date of submission and receipt of bids amounting to at least twenty five percent (25 %) of the Approved Budget of the Contract

Name of client	Name of Contract	Date of contract	Kinds of Goods	Value of contract	Date of completion	Official Receipt No. & date and End user's Acceptance Date (Attached Copy)

CERTIFIED CORRECT:

Name and Signature of Authorized Representative

Position

Date

(BIDDER'S COMPANY LETTERHEAD)

Supply & Delivery of Fertilizers and Pesticides (1st cropping of 2017 at Iwahig Prison and Penal Farm (NEGOTIATED PROCUREMENT)

**CERTIFIED OF NET FINANCIAL CONTRACTING CAPACITY
(Please show figures at how you arrived at the NFCC)**

This is to certify that our NET FINANCIAL CONTRACTING CAPACITY (NFCC) is _____, P_____ which is at least equal to the total ceiling price we are bidding. The amount is computed as follows;

NFCC = [(Current assets minus current liabilities) (15)] minus of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started coinciding with the contract to be bid.

The values of the domestic bidder's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR. For purposes of computing the foreign bidders' NFCC, the value of the current assets and current liabilities shall be based on their Audited Financial Statements prepared in accordance with international financial reporting standards.

NOTE:

The values of the bidder's current assets and current liabilities shall be based on the data submitted to the BIR, through its Electronic Filing and Payment System (EFPS).", which shall be the basis of a domestic bidder's Current Assets and Current Liabilities, refers to the Annual Income Tax Return and the accompanying Audited Financial Statement filed through the EFPS (GPPB Resolution No. 11-2014).

Latest Annual Tax Return must be attached to the NFCC computation that was filed thru Electronic Filing and Payment Systems (EFPS) and must be duly validated with the tax payments made thereon for the preceding Tax Year be it on a calendar of fiscal year income per Revenue Regulations 3-2005.

Issued this _____ day of _____

Name and Signature of Authorized Representative

Position

Date

PROTOCOL/UNDERTAKING OF AGREEMENT TO ENTER INTO JOINT VENTURE

This **PROTOCOL/UNDERTAKING OF AGREEMENT TO ENTER INTO JOINT VENTURE**, executed by:

.....a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at, represented herein by its, hereinafter referred to as “.....”;

-and-

..... a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at, represented herein by its, hereinafter referred to as “.....”;

-and-

..... a sole proprietorship/partnership/corporation duly organized and existing under and by virtue of the laws of the Philippines, with offices located at, represented herein by its, hereinafter referred to as “.....”; (hereinafter referred to collectively as “Parties”)

For submission to the **Bids and Awards Committee** of the **Iwahig Prison and Penal Farm, PPC**, pursuant to **Section 23.1 (b)** of the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 9184.

WITNESSETH That:

WHEREAS, the Parties desire to participate as a joint venture in the public bidding that will be conducted by the **Iwahig Prison and Penal Farm, PPC** pursuant to Republic Act No. 9184 and its implementing rules and regulations, with the following particulars:

Bid Reference No.	
Name/Title of Procurement Project	
Approved Budget for the Contract	

NOW, THEREFORE, in consideration of the foregoing, the Parties undertake to enter into a **JOINT VENTURE** and sign a **Joint Venture Agreement** relative to their joint cooperation for this bid project, in the event that their bid is successful, furnishing the IP&PF BAC a duly signed and notarized copy thereof within **ten (10) calendar days** from receipt of Notice from the BAC that our bid has the lowest calculated responsive bid or highest rated responsive bid (as the case may be).

That furthermore, the parties agree to be jointly and severally under the said Joint Venture Agreement;

THAT finally, failure on our part to enter into the Joint Venture and/or sign the Joint Venture Agreement for any reason after the Notice of Award has been issued by shall be a ground for non-issuance of the Notice to Proceed, forfeiture of our bid security and such other administrative and/or civil liabilities as may be imposed by IP&PF under the provisions of R.A. 9184 and its Revised IRR, without any liability on the part of IP&PF.

This undertaking shall form an integral part of our Eligibility documents for the above-cited project.

IN WITNESS WHEREOF, the parties have signed this Protocol/Undertaking on the date first above-written.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____ at _____, Philippines. Affiant exhibited to me his/her competent Evidence of Identity (as defined by 2004 Rules on Notarial Practice issued _____ at _____, Philippines.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.
x-----x

BID-SECURING DECLARATION

Invitation to Bid/Request for Expression of Interest No. : Reference No. _____

To: BUREAU OF CORRECTIONS

We, the undersigned, declared that:

1. I /WE understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid-Securing Declaration.
- 2.) I/We accept that:
 - (a) I/we will be automatically disqualified from bidding for any contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and,
 - (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA 9184; without prejudice to other legal action the government may undertake.
- 3) I/WE understand that this bid-securing declaration shall cease to be valid on the following circumstances:
 - (a) Upon expiration of the bid validity period, or any extensions thereof pursuant to your request;
 - (b) I am/WE declared ineligible or post-disqualified upon receipt of your notice to such effect, and if I failed to timely file a request for reconsideration or (ii) I filed a waiver to avail of said right;
 - (c) I am/WE declared as the bidder with the Lowest Calculated and Responsive Bid/Highest Rated and responsive Bid, and I have furnished the performance security and signed the contract.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____ at _____ at _____.

Affiant

SUBSCRIBED AND SWORN TO BEFORE ME this _____ day of _____ at _____, Philippines. Affiant exhibited to me his/her competent Evidence of Identity (as defined by 2004 Rules on Notarial Practice issued _____ at _____, Philippines.

Doc. No. _____
Page No. _____
Book No. _____
Series of _____