



Republic of the Philippines  
Department of Justice  
BUREAU OF CORRECTIONS  
SABLAYAN PRISON AND PENAL FARM  
Malisbong, Sablayan, Occidental Mindoro  
5104



**BIDS AND AWARDS COMMITTEE**  
sppfbacsec@bucor.gov.ph.gmail.com

***SUPPLY & DELIVERY OF  
COMPLETE CABIN SET FOR THE  
REPAIR OF SPPF ISUZU  
FORWARD TRUCK***

Lot No.	Brief Description	Bid Reference No.	Approved Budget for the Contract (ABC)
<b><i>1</i></b>	<b><i>Complete Set of Isuzu Forward Truck Cabin</i></b>	<b><i>BIDSPPF2020-PR.325</i></b>	<b><i>Php250,000.00</i></b>

***16 JANUARY 2021***



Republic of the Philippines  
Department of Justice  
BUREAU OF CORRECTIONS  
**SABLAYAN PRISON AND PENAL FARM**  
Malisbong, Sablayan, Occidental Mindoro  
5104



## *Request for Proposal*

### *For Supply & Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck*

1. In view of the two (2) failed public biddings, the Bureau of Corrections-Sablayan Prison and Penal Farm (BUCOR-SPPF) Bids and Awards Committee (BAC) invites interested bidders to participate in the negotiation for the **Supply & Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck** with *Bid Reference No. BIDSPPF2020-325* with an Approved Budget for the Contract (ABC) of **Two Hundred Fifty Thousand Pesos Only (Php250,000.00)** in accordance with Section 53.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the “Government Procurement Reform Act.”

For more details on this project, please refer to attached Schedule of Requirements (Annex A) and Technical Specifications (Annex B).

2. The following eligibility and technical documents as well as the Financial Proposal Form shall be submitted on or before February 23, 2021, 10:00AM at the BAC Office, SPPF Reservation Area, Malisbong, Sablayan, Occidental Mindoro:
  - (a) Securities and Exchange Commission/Department of Trade and Industry Registration Certificate;
  - (b) Valid Mayor’s/Business Permit or its Equivalent Document;
  - (d) Bid Securing Declaration (Duly Notarized)
  - (e) Compliance with the Schedule of Requirements (Annex A) and Technical Specifications (Annex B);
  - (f) Omnibus Sworn Statement (Duly Notarized);
  - (g) Authority of the Signatory in case of partnership, corporation, cooperative, or joint venture;
  - (h) Certification of PhilGEPS Registration (Platinum)
3. The Bureau of Corrections-Sablayan Prison and Penal Farm reserves the right to accept or reject any offer, to annul the negotiation process, and to reject all offers

at any time prior to contract award, without thereby incurring any liability to affected firm.

4. The schedule of Procurement Activities shall be as follows:

ACTIVITIES	DATE/TIME	VENUE
1. Deadline of Submission of Proposal	February 23, 2021 (9:55am)	SPPF BAC Office
2. Opening of Proposal	February 23, 2021 (10:00am)	SPPF BAC Office

5. For further information, please refer to:

**CTINSP ARSENIO E SICNAO**

BuCor SPPF- BAC, Head Secretariat

**CO2 JESUS S URIETA JR**

Secretariat Member

Mondays through Fridays (8:00am – 5:00pm)

SPPF BAC Office, SPPF Reservation Area,

Malisbong, Sablayan, Occidental Mindoro

**Contact Number:** 09955546708/09268284950

**Email Address:** [sppfbacsec@bucor.gov.ph@gmail.com](mailto:sppfbacsec@bucor.gov.ph@gmail.com)

6. You may visit the PhilGEPS Website at [philgeps.gov.ph](http://philgeps.gov.ph) and BuCor Website at <https://www.bucor.gov.ph>

  
**CSINSP EDUARDO B GUTIERREZ**  
BAC Chairperson



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## *Schedule of Requirements*

### *For Supply & Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck*

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

<b>Item Number</b>	<b>Description</b>	<b>Quantity</b>	<b>Total</b>	<b>Delivered, Weeks/Months</b>
1	ISUZU FORWARD TRUCK COMPLETE CABIN SET AND ACCESSORIES (NPR –MODEL) (READY TO INSTALL)	1	1	TWENTY (20) CALENDAR DAYS FROM THE RECIEPT OF NOTICE TO PROCEED (NTP)



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## *Technical Specifications*

*For Supply & Delivery of Complete Cabin Set  
for the Repair of SPPF Isuzu Forward  
Truck*

<b>Item</b>	<b>Specification</b>	<b>Statement of Compliance</b> <i>Bidders must state here either "Comply" or "Not Comply"</i>
1	ISUZU FORWARD TRUCK COMPLETE CABIN SET AND ACCESSORIES (NPR –MODEL) (READY TO INSTALL)	

## Financial Proposal

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

To: **Sablayan Prison and Penal Farm**  
**Malisbong, Sablayan, Occidental Mindoro**

Gentlemen and/or Ladies:

We, the undersigned, offer to **Supply & Deliver Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck** in the sum of *[total Bid amount in words and figures]*

We undertake, if our Proposal is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Proposal is accepted, we undertake to provide a performance security in the form and amounts specified under Section 39.1 of the 2016 Revised Implementing Rules and Regulations of Republic Act 9184.

We agree to abide that the Validity Period of our proposal is 120 calendar days from *February 23, 2021* and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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 Calculated Proposal you may receive.

We certify/confirm that we comply with the eligibility requirements as specified in the Invitation for Negotiated Procurement.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the **Supply & Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck** of the **Bureau of Corrections – Sablayan Prison and Penal Farm** *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for **Supply & Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck** of the **Bureau of Corrections – Sablayan Prison and Penal Farm**.**

We acknowledge that failure to sign each and every page of this Proposal Form, including the attached Schedule of Prices, shall be a ground for the rejection of our proposal.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_.

\_\_\_\_\_  
*[signature]*

\_\_\_\_\_  
*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

**Summary of Financial Bid Price**

(Prices must be inclusive of VAT)

*For Supply & Delivery of Complete Cabin Set  
for the Repair of SPPF Isuzu Forward  
Truck*

Bid Reference Number for the Lot is BIDSPPF2020-PR.0325

<b>Supply &amp; Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck</b>					
<b>Item No.</b>	<b>Quantity</b>	<b>UOM</b>	<b>Specifications</b>	<b>Unit Price (Php)</b>	<b>Total Amount In Figure (Php)</b>
1	1	UNIT	ISUZU FORWARD TRUCK COMPLETE CABIN SET AND ACCESSORIES (NPR –MODEL) (READY TO INSTALL)		
<b>Total Bid Price Inclusive Of Value Added Tax (Vat) In Words</b>					
_____					

\_\_\_\_\_  
Name of company in Print

\_\_\_\_\_  
Signature over printed name  
of Authorized Representative

\_\_\_\_\_  
Date

## Omnibus Sworn Statement

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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 **Supply & Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck**, 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 **Supply & Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck** 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;

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 following responsibilities as a Bidder:
  - a) Carefully examine all of the Bidding Documents;
  - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
  - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
  - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the **Supply & Delivery of Complete Cabin Set for the Repair of SPPF Isuzu Forward Truck.**
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.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_  
Notary Public for \_\_\_\_\_ until \_\_\_\_\_  
Roll of Attorneys No. \_\_\_\_\_  
PTR No. \_\_\_\_\_ [date issued], [place issued]  
IBP No. \_\_\_\_\_ [date issued], [place issued]

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

\* This form will not apply for WB funded project

**BID SECURING DECLARATION FORM**

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

X-----X

**BID SECURING DECLARATION**  
**Invitation to Bid: *BIDSPPF2020-PR.0325***

To: ***Sablayan Prison and Penal Farm***  
***Malisbong, Sablayan, Occidental Mindoro***

I/We<sup>1</sup>, the undersigned, declare 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 extension thereof pursuant to your request;
  - (b) I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right;
  - (c) I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this \_\_\_\_ day of [month] [year] at [place of execution].

*[Insert NAME OF BIDDER'S AUTHORIZED  
REPRESENTATIVE]  
[Insert Signatory's Legal Capacity]  
Affiant*

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of [month] [year] at [place of execution], Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**  
Serial No. of Commission \_\_\_\_\_  
Notary Public for \_\_\_\_\_ until \_\_\_\_\_  
Roll of Attorneys No. \_\_\_\_\_  
PTR No. \_\_\_\_\_ [date issued], [place issued]  
IBP No. \_\_\_\_\_ [date issued], [place issued]

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

<sup>1</sup> Select one and delete the other. Adopt the same instruction for similar terms throughout the document.

Republic of the Philippines



Government Procurement Policy Board