

TERMS OF REFERENCE

Various Semi-Expendable Equipment

BASIC REQUIREMENTS		ANNUAL	TOTAL
I. Scope of work	<b>Various Semi-Expendable Equipment</b> <i>Supply and Delivery of Various Office Furniture, Audio/Video Equipment</i>		
II. Delivery Terms	Within Thirty (30) calendar days upon receipt of NTP and signed Contract		
III. Mode of Payment	Payment shall be one-time payment after final acceptance of delivered semi-expendable equipment		
IV. ABC	Lot 1 - Office Furniture - ₱1,099,020.00 Lot 2 - Audio/Video Equipment - ₱747,800.00		
V. General Condition of the Contract		Statement of Compliance	
		Yes	No
A. Delivery and Warranty	a. The Supplier shall deliver the goods in accordance with the description and quantity specifications in the Purchase Order/Job Order		
	b. The Supplier shall deliver the goods within the period indicated in the Purchase Order. A penalty of 1/10 of 1% of the total amount of the items shall be imposed for every day of delay in delivery.		
	c. The Supplier shall deliver all Goods/Services at the Office Services Department, SSS Main Office, East Avenue, Diliman, Quezon City.		
	d. The Supplier warrants that all Goods/Services have no defect arising from design, materials, or workmanship or from any act or omission of the Supplier or the manufacturer that may develop under normal use of consumables, if applicable.		
	e. For Goods, the Supplier shall replace any defective item within twenty-four (24) from the time that it was notified by SSS of the defect. Defects only after the item is installed and used is covered by the replacement warranty which will be in effect for every item until its expiry date. Replacement of defective item shall have no cost to the SSS, if applicable.		

	<p>f. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty security shall be required from the Supplier for a period of one (1) year. The obligation for the warranty shall be covered, at the Supplier's option, by either retention money in an amount equivalent to five percent (5%) of total purchase price, or a special bank guarantee equivalent to five (5%) of the total purchase price with validity period starting from the date of acceptance. The said amounts shall be only released after the lapse of the warranty period.</p>		
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VI. Technical Specifications		Statement of Compliance	
		Yes	No
B. Office Furniture	<b>53 units BOX-FEEDBACK/SUGGESTION</b> <ul style="list-style-type: none"> <li>a. Top View:6.5" x 8", 1/4 Thick, Non-Toxic, Acrylic (Clear) 100mm x 8mm Hole</li> <li>b. Side View:8" x 7.5", 1/4 thick, Non Toxic, Acrylic(Clear), 4mm Hole</li> <li>c. Rear View:40mm x 100mm;4mm Hole for Metal Screw;1/4 thick Non-Toxic Acrylic(clear);7.5" x8"; Latch; 3/4 Letter Height use eras demi ITC Font 3m Stickers</li> <li>d. Isometric View: With form holder at the side</li> </ul>		
	<b>3 Units - INFRARED THERMOMETER</b> <ul style="list-style-type: none"> <li>• Handheld; One Click Measurement</li> <li>• Backlight LCD Display</li> <li>• Measurement Units: Celsius and Fahrenheit</li> <li>• Accuracy: <math>\pm 2C^0</math> (maximum)</li> <li>• Measuring Distance:1 - 2 inches (approximately)</li> <li>• Response Time:0.5- 1 second</li> <li>• Recalls the las 20(minimum) temperature readings</li> <li>• Power Source: Battery (included)</li> <li>• Automatic Shutdown</li> </ul>		
	<b>11 Units – LADDER</b> <ul style="list-style-type: none"> <li>• 5 Step with Platform</li> <li>• Maximum Capacity: 150kg (approximately)</li> <li>• Made of high anodized finish aluminum</li> <li>• With safety handrail</li> </ul> Has a large platform served as tool of foot rest		
	<b>31 Units – PUSH CART</b> <ul style="list-style-type: none"> <li>• Prestar Quality</li> <li>• Folding hand Platform Trolley</li> <li>• Fitted with 2 fixed and 2 swivel 130mm casters</li> <li>• Finish non-slip matting &amp; plastic bumper around neck</li> <li>• Hand stand height: 85cm- 90cm(approximately)</li> <li>• Platform Material: Metal/Steel</li> </ul> Loading Surface: 910mm x 610mm		
	<b>35 Units – THERMOMETER INDOOR WALL</b> <ul style="list-style-type: none"> <li>• Reports indoor temperatures</li> <li>• Reports indoor humidity levels</li> <li>• With sensor probe to measure indoor/outdoor temperatures</li> <li>• Minimum/Maximum temperature and humidity memory recall</li> <li>• Power supply: 1AAA Battery 3x4</li> </ul>		

VI. Technical Specifications		Statement of Compliance	
		Yes	No
	<b>27 Units - TV STAND</b> <ul style="list-style-type: none"> <li>Mount Bracket Fit for 32 to 65 inches LED/LCD TV</li> <li>Max Loading Capacity:50 kg</li> <li>Heavy duty metal iron construction for safety and stability</li> <li>Tilt Range:±15°</li> <li>Adjustable Height Stand</li> <li>With two (2) adjustable shelf/rack to hold component and camera</li> <li>With cable management</li> <li>Four casters with lock for easy maneuver</li> <li>Assembly Required: No</li> </ul>		
C. Audio/ Video Equipment	<b>1 Unit- BLACK MAGIC SWITCHER</b> <ul style="list-style-type: none"> <li>25 sets/pad, 4 ply</li> <li>Four (4)-Channel Live Stream HDMI Switcher</li> <li>Control up to Four BMPCC 6k/4k Cameras</li> <li>Two (2) - Channel Digital Audio Mixer</li> <li>Record Button, Channel Preview Multiview</li> </ul>		
	<b>1-Unit - FIXED LENS 50MM FOR D780 (PORTRAITURE)</b> <ul style="list-style-type: none"> <li>Nikon F-Mount/Full Frame</li> <li>Aperture Range: f/1.4 to Min f/16</li> </ul>		
	<b>94 Units - MICROPHONE</b> <ul style="list-style-type: none"> <li>Type Dynamic</li> <li>Polar Pattern: Uni-Directional</li> <li>cardioid polar pattern</li> <li>5 to 10 meters Premium Mic-Wire</li> </ul>		
	<b>1 Unit - LED LIGHTS/SOFTBOX/2STAND</b> <ul style="list-style-type: none"> <li>2 pcs. LED Video Light 100w</li> <li>2 pcs Light Stand</li> <li>2 pcs Lantern Softbox 65cm</li> </ul>		
	<b>1 Unit - PORTABLE ROLL UP GREEN SCREEN W/ STAND</b> <ul style="list-style-type: none"> <li>Portable Roll-up Chrome Green Screen with Stand</li> <li>150cm x 200cm Maximum Dimension</li> </ul>		
	<b>19 Units - PROJECTOR SCREEN 70 X 70</b> <ul style="list-style-type: none"> <li>Size 70” 70”</li> <li>Matte white surface and 1” black border offers easy viewing</li> <li>Tripod/Stand type screen</li> <li>Lightweight</li> <li>Warranty: One (1) year</li> <li>Brand New</li> </ul>		

VI. Technical Specifications		Statement of Compliance	
		Yes	No
	<b>1 Unit – SPEAKER</b> <ul style="list-style-type: none"><li>• Portable Trolley Speaker.</li><li>• Bluetooth</li><li>• LCD Display</li><li>• 12 VDC in/out</li><li>• USB/SD Port</li><li>• Mic 1 input</li><li>• Mic 2 input</li><li>• AUX/Line In</li><li>• Line Out</li><li>• Remote Control</li><li>• 220V AC</li></ul>		
	<b>1 Unit - SPEAKER W/ MICROPHONE</b> <ul style="list-style-type: none"><li>• 12” woofer</li><li>• 250 to 550 watts max. power</li><li>• With 2 pcs Wirelss Mic (Lapel &amp; Handheld)</li><li>• Guitar/2 mics input</li><li>• With tone control</li><li>• USB/SD ports with display</li><li>• FM Radio</li><li>• Auxiliary/Line inputs</li><li>• 12 Vdc/220 Vac</li><li>• Rechargeable Batteries</li></ul>		
	<b>1 Unit - SPEEDLIGHT FOR D780</b> <ul style="list-style-type: none"><li>• Compatible with Nikon I-TTL</li><li>• Radio Control Advanced Wireless Lighting</li><li>• Cooling System for 100 Consecutive Shots</li></ul>		
	<b>5 Units – STANDEE FOR TARPAULIN</b> <ul style="list-style-type: none"><li>• 30 inches by 96 inches</li><li>• Width 30 inches</li><li>• Height/length- 96 inches</li><li>• Color-Aluminum</li></ul>		
	<b>1 Unit - VIDEO GIMBAL</b> <ul style="list-style-type: none"><li>• RS 2 + 1080p Transmitter, Servo &amp; More</li><li>• Supports BMPCC 6K, ALEXA Mini LF , 1DX</li><li>• Lightweight Design with 10lb Payload</li><li>• Advanced 1.4” Full-color LCD Touchscreen</li></ul> <p>Compatible with Nikon d780</p>		
	<b>17 Units - WIRELESS PRESENTER</b> <ul style="list-style-type: none"><li>• Type: Wireless Presenter</li><li>• Effective Range: Approx. 50 feet (15m)</li><li>• Power Requirements: 2 x AAA Batteries</li><li>• Compatibility: Windows XP, Windows Vista, Windows7 or Windows 8.1. Apple IOS</li><li>• With USB Port</li></ul>		

VI. Technical Specifications		Statement of Compliance	
		Yes	No
	<ul style="list-style-type: none"><li>• 2.4GHz RF Wireless Technology</li><li>• Built-in Slideshow buttons</li></ul> <p>Built-in Class 2 Laser Pointer</p>		
	<p><b>2 Units - WIRELESS VIDEO TRANSMITTER (SDI &amp; HDM)</b></p> <ul style="list-style-type: none"><li>• 2x RX9 Bodypack Receiver</li><li>• 2x TX9 Bodypack Transmitter</li><li>• 2x Lavalier Mics</li><li>• 1 x3.5mm to XLR Audio Output Cable</li><li>• 1 x 3.5mm TO 3.5 mm Audio Output Cable</li><li>• UHF Frequency Range: 514 MHz-596 MHz, 96 selectable channels in 2 groups</li><li>• Operating Range: Over 330-feet(100m) in open areas or 200-feet (60m) with obstacles</li><li>• Easy to Read LCD Display</li></ul>		

DOCUMENTARY REQUIREMENTS	
1	PhilGEPS Registration
2	SEC Registration/DTI Registration
3	Mayor’s Permit
4	Tax Clearance
5	Bid Form (Form-01)
6	Price Schedule/Bid Breakdown (Form-02)
7	Statement of Compliance with the Technical Specification
8	Bid Securing Declaration (Form-03)
9	Contract Agreement (Form-04)
10	Omnibus Sworn Statement (Form-05)

SUPPLIER’S INFORMATION		
(Supplier must fill-out the owner/company representative signature over printed name and business details.)		
Business Name	Address	
Name of Company Representative	Email Address	Telephone/Mobile Number
Signature over printed name		

Bid Form for the Procurement of Goods

BID FORM

Various Semi-Expendable Equipment  
Lot 1 – Office Furniture

Date: \_\_\_\_\_  
Project Identification No.: \_\_\_\_\_

To: **SOCIAL SECURITY SYSTEM**  
East Avenue, Diliman, Quezon City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver various semi-expendable equipment – Lot 1 - Office Furniture in conformity with the said PBDs for the sum of **[total Bid amount in words and figures]** or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Purpose of Commission or gratuity
_____	_____
_____	_____
_____	_____

(if none, state “None”)

Until a formal Contract is prepared and executed, this Bid, 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 Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of [name of the bidder] as evidenced by the attached [state the written authority].



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

Name: \_\_\_\_\_

Legal capacity:\_\_\_\_\_

Signature:\_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

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

Bid Form for the Procurement of Goods  
BID FORM

Various Semi-Expendable Equipment  
Lot 2 – Audio/Video Equipment

Date: \_\_\_\_\_  
Project Identification No.: \_\_\_\_\_

To: **SOCIAL SECURITY SYSTEM**  
East Avenue, Diliman, Quezon City

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply and deliver various semi-expendable equipment – Lot 2 - Audio/Video Equipment in conformity with the said PBDs for the sum of **[total Bid amount in words and figures]** or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: [specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties], which are itemized herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- d. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- e. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- f. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

[Insert this paragraph if Foreign-Assisted Project with the Development Partner:

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount and Purpose of Commission or gratuity
_____	_____
_____	_____
_____	_____

(if none, state “None”)

Until a formal Contract is prepared and executed, this Bid, 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 Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of [name of the bidder] as evidenced by the attached [state the written authority].

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

Name: \_\_\_\_\_

Legal capacity:\_\_\_\_\_

Signature:\_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

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

Price Schedule(s)/Bid Breakdown  
LOT 1 – OFFICE FURNITURE

Name of Bidder \_\_\_\_\_ Invitation to Bid Number \_\_\_\_\_

Cost Component	No. of Units	Bid Price Per Unit	Total Cost
Box-Feedback/Suggestion	53	₱	₱
Infrared Thermometer	3		
Ladder	11		
Push Cart	31		
Thermometer indoor Wall	35		
TV Stand	27		
TOTAL			

- Note:**
- Any bid exceeding the ABC of **₱1,099,020.00** shall not be accepted.
  - Fill up all required items/field in the bid breakdown. Failure to indicate any of the following shall mean outright disqualification since bid is considered Non-Responsive.
    - If the item is given for free, indicate dash (-), zero (0) or free
    - If the item is not applicable, indicate N/A
  - All documents shall be signed, and each and every page thereof shall be initialed, by the duly authorized representative/s of the Bidder.
  - Bid proposal must be inclusive of all applicable taxes.
  - Warranty requirement is at no cost to SSS.

Name: \_\_\_\_\_

Legal capacity:\_\_\_\_\_

Signature:\_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

Price Schedule(s)/Bid Breakdown  
LOT 2 – AUDIO/VIDEO EQUIPMENT

Name of Bidder \_\_\_\_\_ Invitation to Bid Number \_\_\_\_\_

Cost Component	No. of Units	BID Price per Unit	Total Bid Price
Black Magic Switcher	1	₱	₱
Fixed Lens 50MM for D780 (Portraiture)	1		
Microphone	94		
LED Lights/Soft box/2 Stand	1		
Portable Roll Up Green Screen w/Stand	1		
Projector Screen 70 x 70	19		
Speaker	1		
Speaker with Microphone	1		
Speedlight for D780	1		
Standee for Tarpaulin	5		
Video Gimbal	1		
Wireless Presenter	17		
Wireless Video Transmitter (SD & HDM)	2		
TOTAL			

- Note:**
- Any bid exceeding the ABC of **₱ 747,800.00** for Lot 3 as indicated in the table above shall not be accepted.
  - Fill up all required items/field in the bid breakdown. Failure to indicate any of the following shall mean outright disqualification since bid is considered Non-Responsive.
    - If the item is given for free, indicate dash (-), zero (0) or free
    - If the item is not applicable, indicate N/A
  - All documents shall be signed, and each and every page thereof shall be initialed, by the duly authorized representative/s of the Bidder.
  - Bid proposal must be inclusive of all applicable taxes.
  - Warranty requirement is at no cost to SSS.

Name: \_\_\_\_\_

Legal capacity:\_\_\_\_\_

Signature:\_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

Bid Securing Declaration Form

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

BID SECURING DECLARATION

Project Identification No.: *[Insert number]*

To: *[Insert name and address of the Procuring Entity]*

I/We, 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 procurement 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 No. 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; and
  - 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 OR ITS AUTHORIZED REPRESENTATIVE]*  
*[Insert signatory's legal capacity]* Affiant

**[Jurat]**

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

Contract Agreement Form for the Procurement of Goods (Revised)

[Not required to be submitted with the Bid, but it shall be submitted within ten (10) days after receiving the Notice of Award]

CONTRACT AGREEMENT  
Various Semi-Expendable Equipment

ITB-SSS-Goods-2023-\_\_\_\_

THIS AGREEMENT made between:

SOCIAL SECURITY SYSTEM, a government-owned and controlled corporation created pursuant to Republic Act No. 11199, with principal office address at SSS Building, East Avenue, Diliman, Quezon City, represented herein by its Approving Authority and (Position of Approving Authority), (Name of Approving Authority) and (Position of Signatory), (Name of signatory), duly authorized pursuant to Administrative Order \_\_\_\_\_, \_\_\_\_\_ (pertaining to Approving Authority) (Annex “A”) and Office Order \_\_\_\_\_, \_\_\_\_\_ (Annex “B”) (pertaining to signatories), hereinafter referred to as the “SSS”;

- a n d -

(NAME OF SUPPLIER), of legal age, Filipino, single/married, with principal address at \_\_\_\_\_, hereinafter referred to as the “Supplier”.

If corporation

(NAME OF SUPPLIER), a corporation duly created and existing pursuant to the laws of the Republic of the Philippines, with principal office address at \_\_\_\_\_, represented herein by its (Position of Signatory), (Name of Signatory), duly authorized pursuant to \_\_\_\_\_, \_\_\_\_\_, hereinafter referred to as the “Supplier”.

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly [brief description of goods and services] (PROJECT) and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of [contract price in words and figures in specified currency] (hereinafter called “the Contract Price”).

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
  - a. Philippine Bidding Documents (PBDs);
    - i. Schedule of Requirements;
    - ii. Technical Specifications;
    - iii. General and Special Conditions of Contract; and

iv. Supplemental or Bid Bulletins, if any

- b. Supplier's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;

- c. Performance Security;

- d. Notice of Award of Contract; and the Bidder's conforme thereto; and

- e. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**

3. In consideration for the sum of *[total contract price in words and figures]* or such other sums as may be ascertained, *[Named of the bidder]* agrees to *[state the object of the contract]* in accordance with his/her/its Bid.

4. SSS agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the date and place indicated in their respective acknowledgments.

*[Insert Name and Signature]*

*[Insert Name and Signature]*

*[Insert Position of Signatory]*

*[Insert Position of Signatory]*

*for:*

*for:*

SSS

*[Insert Name of Supplier]*



(In case of double acknowledgment which is usually used by the SSS)

SIGNED IN THE PRESENCE OF:

\_\_\_\_\_

(Name of Certifying officer as to availability of funds)

(Position of Certifying Officer)

(Department/Office of Certifying Officer)

FUNDS AVAILABLE:

APP No.: \_\_\_\_\_

FIRST ACKNOWLEDGMENT

Republic of the Philippines )  
\_\_\_\_\_ ) S.S.

BEFORE ME, a Notary Public for and in \_\_\_\_\_, Philippines, on this \_\_\_\_\_ day of \_\_\_\_\_ personally appeared:

Name	Competent Evidence of Identity	Date/Place of Issue

known to me to be the same person who executed the foregoing Agreement, consisting of \_\_\_\_\_ (\_\_\_\_) pages, including this page and excluding annexes, and he/she/they acknowledged to me that the same is his/her/their free and voluntary act and deed as well as the free and voluntary act and deed of the principal he/she /they represent/s in this instance.

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of 20\_\_\_\_.

SIGNED IN THE PRESENCE OF:

\_\_\_\_\_

SECOND ACKNOWLEDGMENT

Republic of the Philippines )  
\_\_\_\_\_ ) S.S.

BEFORE ME, a Notary Public for and in \_\_\_\_\_, Philippines, on this \_\_\_\_\_ day of \_\_\_\_\_ personally appeared:

Name	Competent Evidence of Identity	Date/Place of Issue

known to me to be the same person who executed the foregoing Agreement, consisting of \_\_\_\_\_ (\_\_) pages, including this page and excluding annexes, and he/she/they acknowledged to me that the same is his/her/their free and voluntary act and deed (if corporation to include succeeding phrase) as well as the free and voluntary act and deed of the principal he/she/they represent/s in this instance.

WITNESS MY HAND AND SEAL on the date and place first above written.

Doc. No. \_\_\_\_\_;  
Page No. \_\_\_\_\_;  
Book No. \_\_\_\_\_;  
Series of 20\_\_.

Omnibus Sworn Statement (Revised)

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, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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, Procurement Agent if engaged, 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. *[Consultant]* 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]*