



**INVITATION FOR NEGOTIATED PROCUREMENT  
(TWO-FAILED BIDDINGS)**

**Hosting / Co-Location Facility of SEC**  
(Request for Quotation (RFQ No. 2022-TFB-103))

1. The Securities and Exchange Commission (SEC), through the authorized appropriations under the FY 2022 Approved Operating Budget of SEC, intends to apply the sum of **Ten Million Pesos (Php10,000,000.00)** being the **Approved Budget for the Contract (ABC)** to payments under the contract for the "Project", **Hosting/Co-Location Facility of SEC** (RFQ No. 2022-TFB-103). Bids received in excess of the ABC shall be automatically rejected at bid opening.
2. With the approval of BAC Resolution No. 2022-164 declaring a second failure of bidding and the BAC Resolution No. 2022-165 recommending the change of mode of procurement to Negotiated Procurement - Two Failed Biddings in accordance with Section 53.1 of the 2016 Revised Implementing Rules and Regulations (IRR) of RA 9184, SEC now invites bids for the above procurement project.
3. SEC will conduct an initial meeting via videoconferencing (Zoom Application) on 25 November 2022 at 10:00AM:

Link :

<https://sec-gov-ph.zoom.us/j/97317025093?pwd=NEZCdkRDdGQxK2pPRXVRY00yOUhmUT09>

Meeting ID: 973 1702 5093

Passcode: 277099

4. Prospective Bidders must submit three (3) copies of their offers (1 original copy and 2 duplicate copies) not later than 11:00 AM on 02 December 2022 at the 7F Procurement Division, The SEC Headquarters, 7907 Makati Avenue, Salcedo Village, Barangay Bel-Air, 1209 Makati City.
5. The Invitation to Negotiated Procurement, Technical Specifications, Forms and Templates are now available at SEC and PhilGEPS websites until the deadline of the submission of offers.
6. Bidding will be conducted through Alternative Mode of Procurement - Negotiated Procurement under Two-Failed Biddings procedure using a nondiscretionary "pass/fail" criterion as specified in the 2016 Revised IRR of RA 9184.

Bidding is restricted to Filipino citizens/sole proprietorships, partnerships, or corporations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to RA 5183.

7. The SEC reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.
8. For further information, please refer to:

SEC BAC Secretariat  
7F, Human Resource and Administrative Department  
The SEC Headquarters,  
7907 Makati Avenue, Salcedo Village,  
Barangay Bel-Air, 1209 Makati City  
Telephone no.: (632) 8818.5330  
Electronic mail: [bacsecretariat@sec.gov.ph](mailto:bacsecretariat@sec.gov.ph)

9. You may visit the following websites to download the bidding document:  
<https://www.sec.gov.ph>  
<https://www.philgeps.gov.ph>

*November 22, 2022*



**ARMANDO A. PAN JR.**  
*Chairman, SEC-BAC*

## CHECKLIST OF REQUIREMENTS

The following shall form part of the offer which will be submitted on or before the deadline of submission on 02 December 2022:

### A. Legal Documents

- Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages)

### B. Technical Document

- Original copy of Bid Security stated in the BDS. If in the form of a surety Bond, submit also a certification issued by the Insurance Commission; or Original Copy of Notarized Bid Securing Declaration (Annex A); and
- Conformity with the Technical Specifications (Annex B), which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; and

### A. Financial Component Envelope

- Original of duly signed and accomplished Financial Bid Form (Annex C); and
- Original of duly signed and accomplished Price Schedule(s) (Annex D).

## ADDITIONAL REQUIREMENTS

1. The bidder with the lowest calculated bid shall be required as a condition for the issuance of Notice of Award the submission of the following:

### Technical Documents

- a. 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; and
- b. Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No.9184, within the relevant period as provided in the Bidding Documents; and
- c. Original duly signed Omnibus Sworn Statement and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Bidder.

### Financial Documents

- d. The bidder's audited financial statements (AFS), showing among others, the Bidder's total and current assets and liabilities, stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year which should not be earlier than two (2) years from the date of bid submission; and
- e. The Prospective bidder's computation of Net Financial Contracting Capacity (NFCC) or a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC
- f. If applicable, a duly signed joint venture agreement (JVA) in case 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 provision of the JVA in the instance that the bid is successful.

**BID SECURING DECLARATION FORM**

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

X-----X

**BID SECURING DECLARATION**  
**Invitation to Bid:** *[Insert Reference number]*

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

I/We<sup>4</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

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<sup>4</sup> Select one and delete the other. Adopt the same instruction for similar terms throughout the document.



**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 \_\_\_\_\_

**Annex B*****Technical Specifications***

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance"

<b>Category</b>	<b>Required Specifications</b>	<b>Statement of Compliance</b>
Civil/Architectural	Stand-alone building, owned by the bidder, built for IDC purpose only  (if the bidder does not own the building, provide certification of a long-term/minimum of 5 years contract with the building owner	
	Location of the data center-not more than 15 kms. from SEC Head Office or within Metro Manila	
	Floor Area should be exclusive to hosted/co-located equipment, no office spaces for people	
	Raised or overhead air-conditioning	
	Overhead or under flooring support for power or network cabling	
	Reasonably free from dust and dirt	
	No water leakages	
	Provision for bolting servers to the floor	
Mechanical	Secured elevators for personnel & equipment if necessary	
	Facilities for hauling or transporting ICT equipment within the area	
Electrical/Power Supply	Appropriate power rating for SEC equipment	
	Redundant electrical systems	
	Uninterruptible Power Supplies	
	Presence of grounding	
	Dedicated panel & circuit breaker for SEC equipment	
Network	Core network with 10GB routing technology.	
Fire Suppression System	Non-toxic chemical fire suppression system	
	Automated Fire detection & alarm system	
	Fire escape	

Security & Surveillance System	24x7 Physical Access security	
	Biometrics Access Controls	
	Proximity Security Access	
	Closed Circuit digital TV Security Monitoring that can be remotely accessed by SEC for monitoring purposes with the following requirements: <ul style="list-style-type: none"> <li>a. Remotely access thru internet</li> <li>b. Separate DSL connection</li> <li>c. At least three(3) units of Camera strategically located inside the cage, to cover all area with proper lighting at all times</li> <li>d. At least 30 days of recording on internal drive and six (6) months recording on archive or external drive.</li> </ul>	
Cage/Co-location Area	At least 23 sqm. of space for SEC Servers	
	Wire mesh cage	
	There should be a fixed cage on Co-Loc area for the SEC equipment within the contract period.	
	<b>Must provide at least three (3) units of 42U data cabinet</b>	
	Provision of at least two (2) units of 42U data cabinet with power distribution unit for additional devices within the contract period.	
Air-conditioning	Constant temperature should be within the range of 18c to 22c	
	Humidity should be between 20% to 80% RH	
	Multiple/Redundant Unit	
Infrastructure Mgt.	On demand reports (email/paper) real time remote on-line access 24x7 duly certified paper- based upon request on the following:	
	<ul style="list-style-type: none"> <li>• Web traffic</li> </ul>	
	<ul style="list-style-type: none"> <li>• Performance statistics</li> </ul>	
	<ul style="list-style-type: none"> <li>• Log reports</li> </ul>	
	<ul style="list-style-type: none"> <li>• Capacity utilization</li> </ul>	
Telecommunication Facilities	<b>Committed Information Rate (CIR) of 80 Mbps connection to the Internet for Co-Location Facility</b>	

	Additional channel bandwidth not exceeding 10 Mbps on demand for a specified period of time not exceeding 60 days, at no additional cost to SEC	
	Provision for thirty (30) usable public IP addresses	
	<b>Committed Information Rate (CIR) of 150 Mbps connection to the Internet for SEC Headquarters</b>	
	Provision of internet security	
	Carrier agnostic	
	Provision for thirty (6) usable public IP addresses	
	<b>CIR 20Mbps leased line circuit via a fiber optic cable from the IDC to SEC's DC</b>	
	<b>CIR 10Mbps secondary leased circuit via a fiber optic cable from the IDC to SEC's DC</b>	
	Must provide web access to usage, network performance statistics and web-based traffic utilization using Multi Router Traffic Grapher (MRTG)	
	Must provide Domain name hosting or parking	
Other facilities	In-house Media safe storage for SEC file backups should be: <ul style="list-style-type: none"> <li>• Digital Fire Safe,</li> <li>• Exterior (HxWxD) 121 cm x 64.6x 60.8 cm.</li> <li>• Key and digital lock combination</li> <li>• Steel construction</li> <li>• 2 multi-position shelves</li> </ul>	
	The Media Storage room should be: <ul style="list-style-type: none"> <li>• Within the property of the winning bidder (owned or rented)</li> <li>• Access for authorized persons only</li> <li>• Reasonably clean</li> <li>• Provision of physical security (security guard)</li> <li>• Installed CCTV within the facility</li> <li>• Outside of Metro Manila</li> </ul>	
	Provider shall provide transportation transporting of backup tapes or any external media to and from the offsite on a regular basis as maybe agreed upon ranging from monthly to quarterly. Pick-up point is at SEC Head Office.	
	Availability of war rooms at no cost to SEC	
	Provision of resting area for SEC designated engineers working overtime at no cost to SEC	
	Unlimited access for SEC authorized representatives at no extra charge	



Required Services	Turnkey equipment relocation from one site to another	
	• Disconnecting	
	• Dismantling	
	• Packaging	
	• Transporting	
	• Insuring	
	• Unpackaging	
	• Assembling	
	• Connecting: Power and Network	
	• Assistance in the Deployment of the Application, DB, OS and others.	
	In-house maintenance service	
	Network Management Systems	
	Gateway Anti-virus protection	
Service Level Agreement	At least 99.5% uptime on all facilities and internet connection included in the contract & network at any point in time or day.	
	Guaranteed in-house response time of 15 minutes from receipt of notice of the fault	
	Guaranteed field response time of 2 hours from receipt of notice of the fault.	
	Guaranteed response time of 15 minutes from receipt of notice by phone.	
	Guaranteed repair time of 100% within 6 hours	
	Availability of 24x7 in-house technical personnel, such as network and electrical engineers.	
	Submission of incident report within 24 hours from resolution of faults encountered	
	SEC can avail of rebates if system inaccessibility or interruption of service occurs. Rebate is computed starting upon IDC's official receipt of complaint by phone.	
	Table of Rebate (based on monthly IDC/no. of day in a month)	
	Less than 4 hr---- none	
	4-5.99 ----- 1/5	

	6-8.99-----2/5	
	9-11.99-----3/5	
	12-14.99-----4/5	
	15-24-----1/1	
	<p>Rebate is applicable to:</p> <ul style="list-style-type: none"> <li>• Service outages attributes to IDC's equipment, facilities and services</li> <li>• Computation is based on rate per day of collocation</li> </ul>	
Contract Duration	Contract term is for one (1) year	
	Installation lead time of 45 days upon receipt of Work Order or Notice to Proceed	
	A maximum of twenty-four (24) hours downtime on weekend during actual deployment	
	SEC, at its discretion, can pre-terminate or rescind the contract at any time before its expiration, subject to 15 days notification to the IDC and without any cost or charge to SEC	
Other Requirements	<p>Local technical training for two (2) SEC IT personnel on Network (Administration, Management and Configuration) or Cyber Security courses from accredited training providers.</p> <p>Provide installation, cabling and maintenance of 2 unit of Layer 2, 48 ports Gigabit Switch within the contract period or extension if necessary. Said equipment is under lease and will not be owned by SEC upon expiration of the contract.</p> <ul style="list-style-type: none"> <li>• 48 RJ-45 autosensing 10/100/1000 ports (IEEE 802.3 Type 10BASE-T, IEEE 802.3u Type 100BASE-TX, IEEE 802.3ab Type 1000BASE-T); Duplex: 10BASE-T/100BASE-TX: half or full; 1000BASE-T: full only 4 SFP+ 1/10GbE ports; PHY-less</li> <li>• Management and Monitoring <ul style="list-style-type: none"> <li>○ Command line interface</li> <li>○ Graphical user interface (Web browser)</li> <li>○ Configuration menu</li> <li>○ SNMP manager</li> <li>○ Telnet</li> <li>○ RMON1</li> </ul> </li> </ul> <p>Mounts in an EIA-standard 19 in. telco rack or equipment cabinet (hardware included); Horizontal surface mounting only</p>	
Technical Documents for Submission	Deployment Plan-to allow a seamless transition from the previous co-location service provider with maximum of twenty four (24) hours downtime on weekend in the form of Timeline	

(See Annex B.1 and B.2 for the List of Equipment for Co-Location Facilities and Sample Format for Timeline)	
Duly notarized statement stating that in the event that the SEC transfers to another location/office within Metro Manila within the contract duration, the provider will undertake all the necessary activities to ensure that there will be no disruption in the services provided and at no additional cost to SEC.	
Duly notarized statement stating that cost of dismantling, disconnecting, transportation, insurance, migration, deployment and all other incidental costs for the deployment shall be borne by the winning bidder.	
Duly notarized statement of ownership of the building where the IDC facilities are located or duly notarized certification that the duration of the leasing agreement is at least five (5) years from awarding of contract (copy of leasing agreement should be attached to the certification)	
Duly notarized statement indicating the location of the Offsite Media safe storage for SEC file backups with at least 100km radius or outside Metro Manila from proposed co-location facilities.	
Certificate of Membership from any of the local internet exchange, e.g. Phix, MIX, CORE, PHOPENIX, etc.	
Certification from National Telecommunications Commission (NTC) stating that the company providing internet data services for at least five (5) years.	

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct otherwise, if found to be false either during bid evaluation, post-qualification or the execution of the contract, the same shall give rise to the imposition of administrative sanctions and the forfeiture of bid security or the performance security posted consistent with section 69.1 and 69.2 of the revised Implementing Rules and Regulations of the Republic Act No. 9184.

Company Name : \_\_\_\_\_  
Company : \_\_\_\_\_  
Address : \_\_\_\_\_

**AUTHORIZED REPRESENTATIVE:**

Signature : \_\_\_\_\_  
Printed Name : \_\_\_\_\_  
Position : \_\_\_\_\_  
Date : \_\_\_\_\_

### Annex B1 – List of Equipment for Co-Loc Facilities

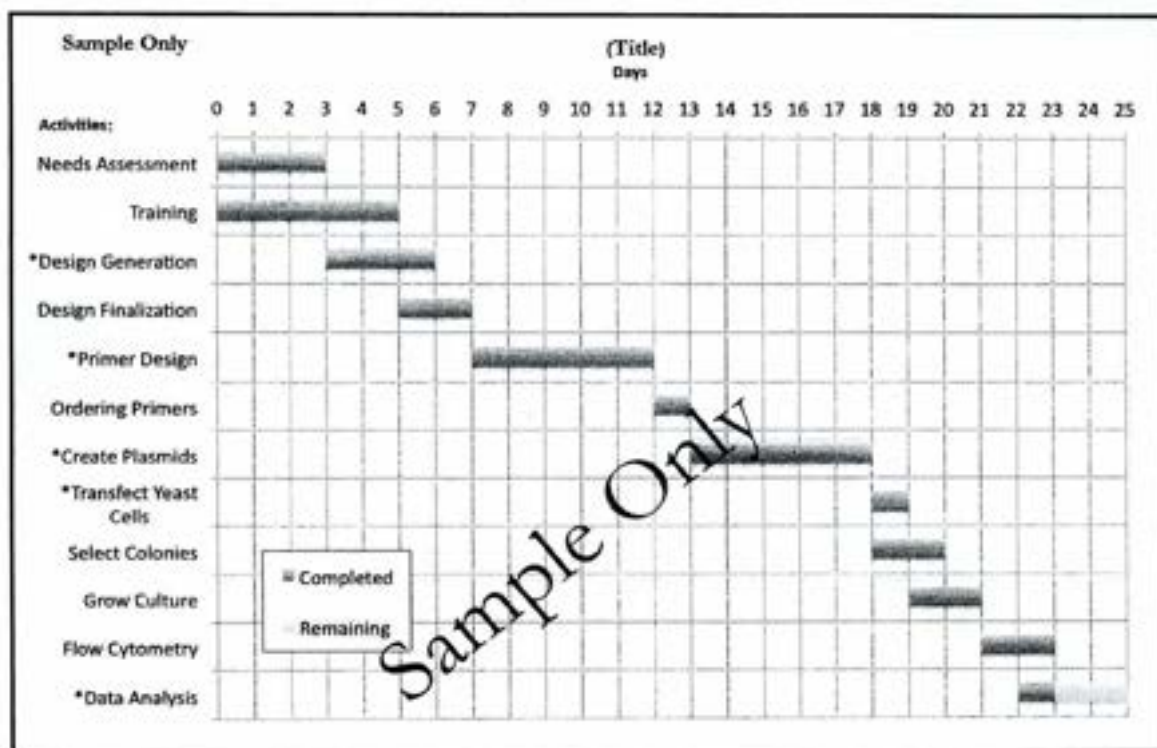
Item No.	Brand & Model	Year Purchased	Equipment Description	Space Requirement		Power Rating			Heat Dissipation (BTU/hr)
				Qty	(LxWxH (mm))	RU	AC/DC	Watts	
1	SunFire V880	2002	Entry-level Server; 4 CPU	2		17	220	2880	9829
2	SunFire V240	2005	Entry-level Server; 4 CPU	2		2	220	400	805
3	SunFire E4900	2005	Midrange Server; 8 CPU	1		17.5	220	4180	14260
4	Oracle Enterprise M4000	2010		1		6	220	2350	8018
5	Oracle SPARC T4-4	2013		1		5	220	2770	9362
6	Oracle SPARC TS-2	2015		1		5	220	2770	9362
7	C4 Tape Library	2005		1	6.75" x 19"31"		220	900	3070
8	Hitachi Unified Storage 130	2012	Fiber Channel Disk Storage System	1		EIA 19" rack mounted-10U	220	2000	7320
9	HP Desktop PC	2009		1	19"x28" (LxW)		220	120	160.37
10	FortiGate-110c	2010		1	10"x28" (LxW)		220	120	160.37



11	Brocade 200e SAN Switches	2008	FC SAN Switches	2		2	220	120 (60W each)		308 (154 each)
12	3COM Baseline Switch 2226-SGT Plus	2010		1		17.5"x6.5"			100-240V AC	
13	Cisco Catalyst Switch	2002		2		17.5	220	86		294
14	Hitachi CR220S	2014	Entry-level Server	2		2	220	800		308
15	Tanberg External Drive LTOS	2014	Tape Drive	1			220	30		
16	FortiGate-501e	2018		1			220	154		525
17	Oracle x5-2	2016		1		5	220	2770		9362
18	Oracle SPARC T5-2	2016		1		5	220	2770		9362
19	Oracle SPARC T5-2	2016		1		5	220	2770		9362
20	Oracle Server T5-2	2016		1		5	220	2244		9362
21	Oracle Server T5-2	2017		1		5	220	2244		9362
22	Acer Desktop Server	2016		1	19"x28" (LxW)		220	120		160.37
22	Acer Desktop Server	2017		3	19"x28" (LxW)		220	120		160.37
23	Supermicro CSE-846E1-R900B	2018		1		4	220	900		
24	Brocade VDX 6710	2018		1		2	220	200		
25	HP Procurve 2530-48	2016		1		2	220	200		
26	Supermicro SYS-6019P-WTR	2020		13 (1 unit)	25.6" x 17.2"	1	220	4,550W (350W)		14260

		& 2021		2020 & 12 unit 2021)	(LxW)				per unit)		

Suggested Format for Timeline



**Bid Form**

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

Invitation to Bid<sup>2</sup> N°:Project ID No. RFQ No.2022-TFB-103

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

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

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

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period specified in **BDS** provision for **ITB** Clause 17.1 and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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:<sup>3</sup>

Name and address of agent	Amount and Currency	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 as per **ITB** Clause 5 of the Bidding Documents.

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 Name of Project of the Name of the Procuring Entity]* *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid,*

<sup>2</sup> If ADB, JICA and WB funded projects, use IFB.

<sup>3</sup> Applicable only if the Funding Source is the ADB, JICA or WB.



and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity.

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.

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

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

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

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

**Annex D**

**BID PRICE SCHEDULE**

<b>Item No.</b>	<b>ARTICLES AND DESCRIPTIONS</b>	<b>Quantity</b>	<b>BID (inclusive of VAT and other applicable taxes)</b>
1	Hosting/Co-Location Facility of SEC	1 lot	Php _____
	Total Bid Price		Php _____

**Submitted by:**

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

Authorized Representative: \_\_\_\_\_

Designation: \_\_\_\_\_

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

**Statement of all Ongoing Contracts including Awarded but not yet Started Government & Private Contracts, whether similar or not similar in nature and complexity to the contract to be bid**

Name of Contract (Project Title and Name of Entity)	Date of contract	Contract duration	Owner's name and address	Kind of Goods	Amount of contract	Value of outstanding works	Date of Delivery <i>(Date of Delivery shall refer to the expected date the project shall be fully completed/delivered or paid)</i>

**Note:**

1. *Current/on-going extended contracts should be included in the list*
2. *On-going extended contracts should be included in the list.*

**Instructions:**

- a) If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.
- b) The total amount of the ongoing and awarded but not yet started contract should be consistent with those used in the Net Financing Contracting Capacity (NFCC) in case an NFCC is submitted as an eligibility documents

**Submitted by:**

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

Authorized Representative: \_\_\_\_\_

(Signature over printed name)

Designation: \_\_\_\_\_

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

**Statement of Single Largest Completed Contract similar to the contract to be bid within the five (5) years period**

This is to certify that the project named below is the Single Largest Completed Contract similar to the contract to be bid, within the five (5) years period

Name of Contract (Project Title and Name of Entity)	Date of contract	Contract duration	Owner's name and address	Kind of Goods	Amount of completed contracts, adjusted by the bidder to current prices using PSA's consumer price index, if necessary	Date of Delivery  <i>(Date of Delivery shall refer to the date the project was fully delivered, completed or paid)</i>

Note: Bidder shall attach the following:

1. Photocopy of approved Contract or Purchase Order/Work Order
2. End-user's Certificate of Completion or Acceptance from bidder's client or Official Receipt issued for the contract covering the full amount of the contract

Submitted by:

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

Authorized Representative: \_\_\_\_\_

(Signature over printed name)

Designation: \_\_\_\_\_

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



## Omnibus Sworn Statement

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.

\_\_\_\_\_  
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 \_\_\_\_

## AUTHORITY OF SIGNATORY (For Corporation)

I, (Name of Corporate Secretary), of legal age, Filipino, with business address at \_\_\_\_\_, after being duly sworn to in accordance with law do hereby depose and state:

That I am the duly elected Corporate Secretary of (Name of Corporation), a corporation duly organized and existing under and by virtue of applicable Philippine laws:

That at the special meeting of the Board of Directors of the said corporation, duly called and held at the principal office on (Date of Meeting) at which a quorum was presented and voting throughout the following resolution was unanimously approved to wit:

"RESOLVED, any of the following whose specimen signature/initials and copy of acceptable government issued identification cards with signatures as attachment, is/are authorized to sign in behalf of the Corporation, to submit documents and represent solely for the purpose of complying with the (Name of Project).

NAME	ID WITH SIGNATURE PRESENTED	SPECIMEN SIGNATURE	SPECIMEN INITIALS

IN WITNESS WHEREOF, I have hereunto affix my signature this \_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

PRINTED NAME/SIGNATURE  
CORPORATE SECRETARY

SUBSCRIBED AND SWORN TO before me in the City of \_\_\_\_\_ this \_\_\_ day of \_\_\_\_\_ by (Name of Corporate Secretary) who has satisfactorily proven to me his/her identity through his/her (Identification Card presented), that he/she is the same person who personally signed before me the foregoing Affiant and acknowledged that he/she executed the same.

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**AUTHORITY OF SIGNATORY**  
(For Sole Proprietor/Partnership)

I, (Name Owner/Managing Partner), of legal age, [civil status], Filipino, and residing at [address of affiant], after having been duly sworn in accordance with law do hereby depose and state that:

1. I am the Sole Proprietor/Managing Partner of [Name of Bidder], with office address at [Address of Bidder];
2. As the Sole Proprietor/Managing Partner of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for [Name of the Project] of the [Name of the Procuring Entity];
3. As the Sole Proprietor/Managing Partner of [Name of Bidder], I authorized [Name of Representative] whose specimen signature/initials and copy of acceptable government issued identification cards with signatures as clearly shown attachment, is authorized to sign in behalf of the [Name of Bidder], to submit documents and represent solely for the purpose of complying with the bidding of [Name of Project].

NAME	ID WITH SIGNATURE PRESENTED	SPECIMEN SIGNATURE	SPECIMEN INITIALS

IN WITNESS WHEREOF, I have hereunto affix my signature this \_\_\_ day of \_\_\_\_\_ at \_\_\_\_\_.

PRINTED NAME/SIGNATURE

SUBSCRIBED AND SWORN TO before me in the City of \_\_\_\_\_ this \_\_\_ day of \_\_\_\_\_ by (Name of Corporate Secretary) who has satisfactorily proven to me his/her identity through his/her (Identification Card presented), that he/she is the same person who personally signed before me the foregoing Affiant and acknowledged that he/she executed the same.

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Series of \_\_\_\_\_.

**TERMS AND CONDITIONS:**

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
3. Price quotation/s which shall be in Philippine peso shall include all taxes, duties and/ or levies payable.
4. Quotation/s exceeding the Approved Budget for the Contract shall be rejected.
5. Award of contract shall be made to the Single/Lowest Calculated and Responsive Quotation (for goods and infrastructure) or, the Highest Rated Quotation (for consulting services).
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the accepted technical proposal and specified in the Notice of Award.
8. Brand of the offer, if required, should be indicated as part of the bid. Non-indication of the brand may be considered as ground for disqualification. Sample, if required, shall also be submitted as part of the quotation. Non-submission of sample may be considered as ground for disqualification.
9. The SEC shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. In case two or more bidders are determined to have submitted the Lowest Calculated and Responsive Quotation, the rules on Tie-Breaking as provided under the existing rules shall be observed to arrive at the LCRQ.
11. Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with the existing accounting rules and regulations. Please note that the corresponding bank transfer fee, if any, shall be to the contractor's account.
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed for day of delay. The SEC shall rescind the contract once the commutative 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.