



INVITATION FOR NEGOTIATION

01 December 2021

Attention : **ALL PROSPECTIVE SUPPLIERS**

Subject : **SUPPLY AND DELIVERY OF CONDUITS AND FITTINGS, BOXES, SWITCHES AND OUTLETS, LIGHTING FIXTURES, AND MISCELLANEOUS MATERIALS FOR THE DATA CENTER OF THE DEVELOPMENT BANK OF THE PHILIPPINES under Reference No. N-G-2021-06**

Gentlemen:

After two (2) failed biddings, we are inviting interested parties for a Negotiated Procurement for the above-cited subject pursuant to Sec. 53.1 of Revised IRR of RA 9184.

The Approved Budget for the Contract (ABC) is One Million Two Hundred Ninety-Five Thousand Five Hundred Sixty-Nine Pesos and 40/100 (Php1,295,569.40), inclusive of all applicable taxes.

The **Schedule of Negotiation Activities** shall be as follows:

ACTIVITIES	TIME	VENUE
Pre-Negotiation Conference	09 December 2021 (Thursday) 01:00 PM	12/F Executive Staff Room, DBP Head Office, Makati City
Submission of Eligibility, Technical and Financial Documents	16 December 2021 (Thursday) <u>ON OR BEFORE 11:00 AM*</u>	6/F BAC Secretariat DBP Head Office, Makati City
Opening of Eligibility, Technical and Financial Documents	16 December 2021 (Thursday) 01:30 PM	12/F Executive Staff Room, DBP Head Office, Makati City

**Late submission shall not be accepted*

We have attached the Checklist of Requirements and the negotiation forms which may be submitted as follows:

- a) Physical submission must include three (3) sets of copies of documents.
- b) Electronic submission must be password-encrypted and must be coordinated with the BAC Secretariat at least one (1) day before the scheduled deadline of submission of proposals.

Suppliers may attend the Pre-negotiation Conference and the Opening of Proposals through videoconference via Zoom Meeting App. Suppliers who wish to attend/participate via Zoom Meeting must coordinate with the BAC Secretariat through email at least one (1) day before the scheduled activity and provide their contact information (e.g. name of company, name of representative, email address, mobile number).

The Bids and Awards Committee (BAC) shall check the completeness of the documents submitted during the opening of eligibility and technical documents. Only those who submitted the complete documents shall be considered for evaluation starting with the lowest financial quotation.

Contract shall be based on the General Conditions of the Contract based on standard bidding documents of RA 9184. The supplier declared as Lowest or Single Calculated and Responsive Quotation must open an account with DBP upon issuance of Notice of Award for payment purposes (in case no account with DBP yet).

For inquires and other concerns relative to the project, please call our BAC Secretariat at
Trunkline: (+632) 8818-9511 to 20 local 2610 or 2606
Telefax: (+632) 8812-5702; Email: bacsecretariat@dbp.ph; bac-sec@dbp.ph

Thank you and we look forward to your active participation in this undertaking.

ATTY. ERNESTO R. PURUGGANAN
Vice President, and
First Vice Chairperson, Bids and Awards Committee

**SUPPLY AND DELIVERY OF CONDUITS AND FITTINGS, BOXES, SWITCHES AND
OUTLETS, LIGHTING FIXTURES, AND MISCELLANEOUS MATERIALS FOR THE DATA
CENTER OF THE DEVELOPMENT BANK OF THE PHILIPPINES**
Reference No. N-G-2021-06

TRANSMITTAL FORM

CHECKLIST OF REQUIREMENTS FOR SUPPLIERS

Note: Please fill-out this form and submit directly to the BAC Secretariat outside of the sealed envelopes.

FOR MACHINE STAMP (OFFICIAL TIME) BY THE DBP BAC SECRETARIAT Received:

Name of Service provider: _____

Complete Address: _____

Submitted by: _____

Landline: _____ Email: _____

Note: Per Government Procurement Policy Board (GPPB) Resolution No. 09-2020 on the APPROVING MEASURES FOR THE EFFICIENT CONDUCT OF PROCUREMENT ACTIVITIES DURING A STATE OF CALAMITY, OR IMPLEMENTATION OF COMMUNITY QUARANTINE OR SIMILAR RESTRICTIONS, <u>submission of Negotiation Forms without notarizations shall be accepted on the date of the opening of the proposals, provided that the notarized Negotiation Forms shall be submitted after the award but before payment.</u>	
Item	FIRST ENVELOPE: ELIGIBILITY DOCUMENTS AND TECHNICAL REQUIREMENTS (DULY SEALED AND MARKED)
LEGAL ELIGIBILITY DOCUMENTS	
TAB 1	<p>If the service provider is a joint venture (JV):</p> <p>a. <u>If bidding as a formed JV</u>: Submit the existing valid, duly accomplished, signed and notarized JV Agreement (JVA). The JVA must specifically indicate among others, the following: the partner company that will represent the JV, the shareholdings of each partner company in the JV (to determine which partner company and its nationality has the controlling majority share), and the share of each partner company in the JV.</p> <p>Moreover, please likewise note:</p> <p>1) <u>If the JV is incorporated or registered with the relevant government agency</u>, all documents listed in this checklist must be under the JV's name and shall submit the PhilGEPS Certificate of Registration under Platinum Category also under the JV's name.</p> <p>2) <u>If the JV is unincorporated</u>, the PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial eligibility documents (Tab 4 onwards) by any one of the JV partners constitutes collective compliance.</p> <p>b. <u>If bidding as a JV that is yet to be formed</u>: Submit duly notarized Agreement to Enter into Joint Venture (<i>Template per FORM 1</i>). Please likewise note:</p> <p>PhilGEPS Certificate of Registration under Platinum Membership shall be submitted by each of the JV partners, while submission of the technical and financial documents (Tab 4 onwards) by any one of the JV partners constitutes collective compliance.</p>

Note: Per Government Procurement Policy Board (GPPB) Resolution No. 09-2020 on the APPROVING MEASURES FOR THE EFFICIENT CONDUCT OF PROCUREMENT ACTIVITIES DURING A STATE OF CALAMITY, OR IMPLEMENTATION OF COMMUNITY QUARANTINE OR SIMILAR RESTRICTIONS, **submission of Negotiation Forms without notarizations shall be accepted on the date of the opening of the proposals, provided that the notarized Negotiation Forms shall be submitted after the award but before payment.**

<p>TAB 2</p>	<p>Proof of appointment/authority of supplier's representative:</p> <p>a. Duly notarized Special Power of Attorney (if the service provider is a sole proprietorship) (Template per FORM 2-A)</p> <p>OR</p> <p>b. Duly notarized Secretary's Certificate (if the service provider is a corporation, partnership, cooperative or joint venture)</p> <p>b.1 <u>If the service provider is a corporation</u> – Template per FORM 2-B</p> <p>b.2 If the service provider is an <u>INCORPORATED JV</u> – Template per FORM 2-C</p> <p>b.3 If the service provider is an <u>UNINCORPORATED JV</u> – Template per FORM 2-D</p> <p><i>Each JV partner must submit its duly notarized Special Power of Attorney or Secretary's Certificate, whichever is applicable, indicating therein the following:</i></p> <ol style="list-style-type: none"> 1. <i>That they are duly authorized to participate in the bidding as a JV;</i> 2. <i>The authorized Lead Company to represent the JV;</i> 3. <i>The person designated as the duly authorized representative of the JV to participate in the bidding, sign the bid proposals/bidding documents and sign the ensuing contract with DBP.</i> <p>b.4 If the service provider is a <u>JV THAT IS YET TO BE FORMED</u> - Template per FORM 2-E</p> <p><i>Each JV partner must submit its duly notarized Special Power of Attorney (SPA) or Secretary's Certificate (Template per FORM 2-E), whichever is applicable.</i></p> <p>IN CASE, THERE ARE MORE THAN ONE APPOINTED/DESIGNATED REPRESENTATIVE, USE OF "AND" shall mean both/all representatives must sign the bid forms (i.e. Statements, TOR, financial bid) to be submitted for the bid opening.</p> <p>Use of "OR" is recommended.</p>
<p>GPPB has issued Circular No. 07-2017 dated 31 July 2017 in relation to the deferment of the implementation of mandatory submission of PhilGEPS Certificate of Registration under "Platinum" Category in Competitive Bidding under Section 8.5.2 of the 2016 Revised IRR of RA 9184 and as required per GPPB Circular No. 03-2016 dated 27 October 2016, to provide prospective suppliers with additional time to register with PhilGEPS under the Platinum Membership category.</p>	
<p>TAB 3</p>	<p>Valid and current PhilGEPS Certificate of Registration in PLATINUM CATEGORY with Annex "A" or the List of Class "A" Eligibility Documents required to be uploaded and maintained current and updated in the PhilGEPS. "Uploaded" documents under Annex "A" shall mean all of the following required Legal Eligibility Documents are updated or maintained valid and current (TABs 3A-3D):</p>

Note: Per Government Procurement Policy Board (GPPB) Resolution No. 09-2020 on the APPROVING MEASURES FOR THE EFFICIENT CONDUCT OF PROCUREMENT ACTIVITIES DURING A STATE OF CALAMITY, OR IMPLEMENTATION OF COMMUNITY QUARANTINE OR SIMILAR RESTRICTIONS, **submission of Negotiation Forms without notarizations shall be accepted on the date of the opening of the proposals, provided that the notarized Negotiation Forms shall be submitted after the award but before payment.**

TAB 3A	Registration Certificate issued by Securities and Exchange Commission (SEC) or Department of Trade and Industry (DTI) or Cooperative Development Authority (CDA);
TAB 3B	CY 2021 Business/Mayor's Permit issued to service provider by the city or municipality where the principal place of business of the service provider is located or the equivalent document for Exclusive Economic Zones or Area
TAB 3C	Current (not expired on the date of opening of bids) Tax Clearance (<u>valid for Bidding Purposes</u>) per Executive Order 398, Series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR)
TAB 3D	<p>Audited Financial Statements (AFS) for CY 2020 OR CY 2019 (if 2020 is not yet available):</p> <ul style="list-style-type: none"> • Independent Auditor's Report; • Balance Sheet (Statement of Financial Position); and • Income Statement (Statement of Comprehensive Income) <p>Each of the above statements must have stamped "received" by the Bureau of Internal Revenue (BIR) or its duly accredited and authorized institutions.</p>

(1) Suppliers with valid and current PhilGEPS Registration (Platinum membership/category) where all Eligibility Documents under Annex "A" (of the PhilGEPS Certificate of Registration) are all uploaded/updated, need not to submit documents under TABs 3A, 3B, 3C, and 3D in lieu of the PhilGEPS Certificate of Registration and Membership.

(2) For suppliers who are NOT YET REGISTERED UNDER PLATINUM MEMBERSHIP/ CATEGORY OR UNDER "RED" CATEGORY, SHALL SUBMIT COPY/IES OF THE DOCUMENTS PER TABs 3A, 3B, 3C, AND 3D *Provided:* that Certificate of PhilGEPS Registration (Platinum Membership) shall remain as a post-evaluation requirement to be submitted in accordance with Section 34.2 of the 2016 Revised IRR of RA 9184 which shall be submitted within five (5) calendar days upon receipt of the Notice of Single or Lowest Calculated Quotation (SCQ/LCQ).

(3) For suppliers who are already registered under "Platinum" category, however, the uploaded file of Class "A" Eligibility Documents under Annex "A" are not current or updated or in the event that some Class "A" Documents earlier submitted with PhilGEPS already expired, a combination of their PhilGEPS Certificate of Registration under "Platinum" Category AND valid/current/updated Class "A" Eligibility Documents under TABs 3A, 3B, 3C and 3D shall be submitted.

The Certificate of PhilGEPS Registration under Platinum Membership with valid/current/updated Annex "A" of Eligibility Documents shall remain as a post-evaluation requirement to be submitted immediately upon receipt of the Notice of the Single or Lowest Calculated Quotation (SCQ/LCQ).

Note: Per Government Procurement Policy Board (GPPB) Resolution No. 09-2020 on the APPROVING MEASURES FOR THE EFFICIENT CONDUCT OF PROCUREMENT ACTIVITIES DURING A STATE OF CALAMITY, OR IMPLEMENTATION OF COMMUNITY QUARANTINE OR SIMILAR RESTRICTIONS, **submission of Negotiation Forms without notarizations shall be accepted on the date of the opening of the proposals, provided that the notarized Negotiation Forms shall be submitted after the award but before payment.**

TECHNICAL ELIGIBILITY DOCUMENTS

TAB 4	<p>Statement by the service provider of ALL its <u>ongoing</u> government and/or private contracts (<u>including those awarded but not yet started</u>, if any), whether similar or not similar in nature and complexity to the contract to be bid (include all contracts with the DBP for the said period, if any (Template per FORM 3), duly signed by the supplier’s authorized representative.</p> <p>Note: For suppliers who have no ongoing government and/or private contracts, kindly indicate in their statement “NONE” to comply with the requirement. Suppliers will be rated “failed” if no document is submitted or if the document submitted is incomplete or patently insufficient (<i>per GPPB NPM 094-2013 dtd. 2013-12-19</i>)</p>
TAB 5	<p>Statement of single completed contract <u>of similar nature (government or private contract)</u> within the last five (5) years equivalent to at least fifty percent (50%) of the ABC (Template per FORM 4), duly signed by the supplier’s authorized representative.</p> <p>Similar contract refers to “<u>supply and delivery and/or installation of various electrical materials</u>”.</p> <p>Listed completed contract must be supported by the following:</p> <p>a) <u>Notice of Award (NOA)</u>, OR <u>Notice to Proceed (NTP)</u>, OR <u>Contract/Purchase Order (PO)</u></p> <p style="text-align: center;">AND</p> <p>b) <u>Any one</u> of the following documents:</p> <p>b.1) Copy of Certificate of Completion or Certificate of Acceptance or Certificate of Satisfactory Performance issued by the supplier’s client.</p> <p>b.2) Copy of Official Receipt/s or Sales Invoice/s issued by the service provider to the client (ORs/ SIs must sum up to the full amount of total contract price of completed project)</p>

FINANCIAL ELIGIBILITY DOCUMENTS

TAB 6	<p>Completely accomplished computation of Net Financial Contracting Capacity (NFCC) which must be at least equal to the ABC (Template per FORM 5), duly signed by the supplier’s authorized representative.</p> <p>1) The values of the supplier’s current assets and current liabilities shall be based on the AFS for CY 2020 or 2019 (if 2020 is not yet available);</p> <p>2) The value of the NFCC must at least be equal to the ABC of this project.</p> <p><u>In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the Latest Audited Financial Statements.</u></p> <p>If the prospective service provider opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.</p>
-------	---

Note: Per Government Procurement Policy Board (GPPB) Resolution No. 09-2020 on the APPROVING MEASURES FOR THE EFFICIENT CONDUCT OF PROCUREMENT ACTIVITIES DURING A STATE OF CALAMITY, OR IMPLEMENTATION OF COMMUNITY QUARANTINE OR SIMILAR RESTRICTIONS, submission of Negotiation Forms without notarizations shall be accepted on the date of the opening of the proposals, provided that the notarized Negotiation Forms shall be submitted after the award but before payment.

TECHNICAL COMPONENT

TAB 7	Accomplished Omnibus Sworn Statement (<i>Template per FORM 6</i>), duly signed by the supplier's authorized representative and notarized.
TAB 8	Accomplished/conformed Technical Specifications per <i>FORM 7</i> , duly signed by the supplier's authorized representative for conformance. Suppliers must state either "Comply" or "Not Comply" against each of the individual parameters of each specification and must state their conformance in each and every page of the Technical Specifications.
TAB 9	Brochure or Technical Data Sheet of the brand and model being offered for the following items: <ul style="list-style-type: none"> • Switches and Outlets • Lighting Fixtures

SECOND ENVELOPE: FINANCIAL PROPOSAL (DULY SEALED AND MARKED)

TAB 1	Duly accomplished Financial Proposal Form (<i>Template per FORM 8</i>), duly signed by the supplier's authorized representative. Note: Total bid shall not exceed the ABC of Php 1,295,569.40. Bid in excess of the ABC shall be automatically rejected.
TAB 2	Detailed Financial Proposal/Price Schedule duly signed by the supplier's authorized representative. Suppliers <u>shall use</u> <i>FORM 9-A</i> or <i>FORM 9-B</i> as template. Total detailed bid shall not exceed the ABC and must be consistent with the total bid per TAB 1.

FORM 1 (page 1 of 5)

PROTOCOL/UNDERTAKING TO ENTER INTO A JOINT VENTURE

KNOW ALL MEN BY THESE PRESENTS:

This Protocol/Undertaking to Enter into a Joint Venture "Undertaking" is made and executed by:

_____ (Name of the Service Provider/Potential JV Partner),
a sole proprietorship/partnership/corporation (Choose one, delete the others) duly
organized and existing under Philippine laws, with principal office address at
_____ (Address), represented by its _____
(Position of the Representative as indicated in the Secretary's Certificate),
_____ (Name of the Authorized Representative as indicated in the
Secretary's Certificate)

- and -

_____ (Name of the Service Provider/Potential JV Partner),
a sole proprietorship/partnership/corporation (Choose one, delete the others) duly
organized and existing under Philippine laws, with principal office address at
_____ (Address), represented by its _____
(Position of the Representative as indicated in the Secretary's Certificate),
_____ (Name of the Authorized Representative as indicated in the
Secretary's Certificate)

herein referred to collectively as the "**SUPPLIERS**"

- in favor of -

The **DEVELOPMENT BANK OF THE PHILIPPINES**, a financial institution created and operating pursuant to the provisions of Executive Order No. 81 dated December 3, 1986, otherwise known as the 1986 Revised Charter of the Development Bank of the Philippines, as amended by Republic Act No. 8523 dated February 14, 1998, with principal office at DBP Building, Sen. Gil J. Puyat Avenue, Makati City, Philippines, and herein referred to as "**DBP**" or the "**PROCURING ENTITY**".

FORM 1 (page 2 of 5)

WITNESSETH:

WHEREAS, the **SUPPLIERS** desire to form and participate as a JOINT VENTURE (“JV”) in the public bidding that will be conducted by the Development Bank of the Philippines pursuant to RA 9184 and its Revised IRR, with the following particulars:

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

WHEREAS, as of the date of submission of the bid for the above-mentioned procurement project of **DBP**, the **SUPPLIERS** have not executed or entered into a Joint Venture Agreement;

WHEREAS, pursuant to Sections 23.1(b) for Goods and 24.1(b) for Consulting Services of the 2016 Revised IRR of RA 9184, Suppliers that desire to participate in the bidding project as a Joint Venture, are required to submit a Joint Venture Agreement (“JVA”) and in the absence thereof, a Notarized Statement from all the potential JV partners stating therein that they will enter into and abide by the provisions of the JVA in the event that the bid is successful and failure to enter into a joint venture within ten (10) calendar days after receipt of the Notice of Award shall be a ground for the forfeiture of the bid security;

NOW, THEREFORE, for and in consideration of the foregoing premises, the **SUPPLIERS**, hereby undertake in favor of the **PROCURING ENTITY**, as follows:

1. The **SUPPLIERS** shall enter into a JOINT VENTURE and sign and execute a Joint Venture Agreement and abide by its provisions in the event that the bid is successful in the above-mentioned procurement project of **DBP**.
2. The **SUPPLIERS** shall furnish **DBP**, through its Bids and Awards Committee (BAC) Secretariat, a duly signed and notarized copy of the JVA within ten (10) calendar days from receipt of the Notice from the DBP-BAC that the **SUPPLIERS** were declared as the Lowest Calculated and Responsive Service Provider (LCRB) or Highest Rated and Responsive Service Provider (HRRB), as the case may be.
3. For the purpose of executing and performing all acts necessary in order to participate in this bidding project, the following shall be the authorized

FORM 1 (page 3 of 5)

representative of the **SUPPLIERS** or the JV to be formed as supported by the **SUPPLIER'S** respective Secretary's Certificate:¹

Name	Company and Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

acting: singly (or) jointly (and) any _ (1 or 2)

4. The **SUPPLIERS** shall indicate in the Joint Venture Agreement the following provisions, among others:

- a. The JV Partners agree to be bound **jointly and severally** under the Joint Venture Agreement in relation to this bid project and the contract to be entered into with DBP;
- b. The shareholdings and contribution of each JV Partner to the Joint Venture (with percentages [%]);
- c. The Lead Company/JV Partner which shall be authorized to represent the JV in connection with this bid project specifying therein that the said lead company and the designated representative is duly authorized:
 - i) to execute the contract to be entered into by and between the JV and DBP **as indicated in Item No. 3 above**; and
 - ii) to issue the billing, sales invoice and receive any and all payments from DBP on behalf of the JV as well as the issuance of the corresponding official receipt.
- d. The manner of management.

5. The **SUPPLIERS** further undertake that they shall comply with the 2016 IRR of RA 9184 or the Government Procurement Reform Act, and all other prevailing/applicable laws, as well as the policies of **DBP**.

6. The **SUPPLIERS** hereby acknowledge that pursuant to relevant provisions of the 2016 Revised IRR of RA 9184, failure on the part of the **SUPPLIERS** to enter into the Joint Venture, execute/sign a Joint Venture Agreement, and furnish DBP a notarized copy thereof within the period specified above after a Notice of Award was duly issued by **DBP**, for any reason, shall be a ground for non-issuance

¹NAMES and ACTING AUTHORITY SHOULD CORRESPOND TO THAT STATED IN THE SUPPORTING SECRETARY'S CERTIFICATE FOR BOTH CORPORATIONS.

FORM 1 (page 4 of 5)

of the Notice to Proceed, forfeiture of the bid security and such other administrative and/or civil liabilities imposed under RA 9184 and its Revised IRR, GPPB Resolutions and Issuances, without liability on the part of DBP.

7. The **SUPPLIERS** further acknowledge that in relation to this bidding project and Undertaking, notice to one of the **SUPPLIERS**/Potential JV Partners is deemed notice to all **SUPPLIERS**.

IN WITNESS WHEREOF, the **SUPPLIERS** have caused these presents to be signed at _____ (Place of Signing), Philippines this _____ (Date of Signing).

SUPPLIERS:

(Name of JV Partner No. 1)
By:

(Name of JV Partner No. 2)
By:

(Name of the Authorized Signatory of
JV Partner No. 1)
(Position)

(Name of the Authorized Signatory of
JV Partner No. 2)
(Position)

Per Secretary's Certificate dated _____

Per Secretary's Certificate dated _____

FORM 1 (page 5 of 5)

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
MAKATI CITY) SS.

BEFORE ME, this ____ day of _____ personally appeared:

Name	Competent Evidence of Identity	Place/Date Issued

known to me and to me known to be the same person/s who executed the foregoing instrument and who acknowledged to me that the same is his/her free and voluntary act and deed. This instrument, which consists of _____() pages, refers to a Protocol/Undertaking to Enter into a Joint Venture and signed by the Suppliers and their instrumental witnesses on each and every page thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my notarial seal at the place and on the date first above written.

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 20__.

(For Sole Proprietorships)

(use Supplier's Official Letterhead)

SPECIAL POWER OF ATTORNEY

I, _____, Filipino, of legal age, doing business under the trade name and style of "_____", duly organized and existing under Philippine laws, with principal office address at _____ hereby name, constitute, and appoint _____ **(Name of Attorney-in-Fact)** as my authorized representative and attorney-in-fact to do, execute, and perform any and all acts necessary to participate, submit bids, sign and execute documents and instruments, including the Bid Securing Declaration and/or to represent me in any and all bidding proceedings conducted by the Development Bank of the Philippines for the Bid Project _____ **(Indicate Bid Project Title and No.):**

I hereby grant, unto my said attorney-in-fact, full power and authority, to do, execute and perform all acts necessary or proper to render effective the power above-stated, as fully and effectively as I might or could lawfully do if personally present, and hereby ratifying and confirming all that my said attorney-in-fact shall do with full power of substitution and hereby further confirms all that said representative shall lawfully do or cause to be done by virtue hereof.

FORM 2-A (page 2 of 2)

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20__ at _____.

Affiant/Principal

Attorney-in-Fact

Signed in the Presence of:

Witness

Witness

(NOTE: PLS. USE THIS FORM **ONLY** IF THE REGISTERED PROPRIETOR OPTS TO AUTHORIZE ANOTHER PERSON TO REPRESENT HER/HIM TO DO, EXECUTE, AND PERFORM ANY AND ALL ACTS NECESSARY IN ORDER TO PARTICIPATE, SUBMIT BIDS, SIGN AND EXECUTE DOCUMENTS PERTAINING TO THE BID PROJECT.)

ACKNOWLEDGMENT

REPUBLIC OF THE PHILIPPINES)
) SS.

BEFORE ME, a Notary Public for and in the (Province/City/Municipality) of _____, personally appeared _____ with Identification No. _____ issued on _____ at _____, known to me and to me known to be the same person who executed the foregoing instrument which he/she acknowledged to me to be his/her free and voluntary act and deed, consisting of only _____ (____) page/s, including this page in which this Acknowledgement is written, duly signed by him/her and his/her instrumental witnesses on each and every page hereof.

WITNESS MY HAND AND SEAL this _____ at _____, Philippines.

NOTARY PUBLIC

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

FORM 2-B (page 1 of 2)

(For Corporations, Partnerships or Cooperatives)

(use Supplier's Official Letterhead)

REPUBLIC OF THE PHILIPPINES)
) S.S.

SECRETARY'S CERTIFICATE

I, _____ (Name of the Corporate Secretary), the Corporate Secretary of the _____ (Name of the Corporation), a corporation duly organized and existing under and by virtue of the laws of the Philippines with principal office at _____ (Address of the Corporation) (the "Corporation"), after having been duly sworn according to law, does hereby certify that at the meeting of the Board of Directors of the said Corporation duly convened and held on _____ (Date of the meeting) at _____ (Place of the meeting) at which a quorum was present and acted throughout, the following resolutions were unanimously approved and adopted through Board Resolution No. ____ (Indicate Board Resolution No.), Series of 20__:

"RESOLVED, that the Corporation is hereby authorized to participate in the bidding of _____ (Name of the Project and Project ID No.) of the Development Bank of the Philippines ("DBP" or the "Procuring Entity") and if awarded the project shall enter into contract with DBP;

RESOLVED, that in connection with the said bidding, the following is/are hereby appointed and designated as the duly authorized representative/s of the **Corporation**, granted with full power and authority to do, execute and perform any and all acts necessary and/or to represent the **Corporation** to participate in the bidding of the above-mentioned project which includes **to sign for and in behalf of the Corporation all bid documents, submit the bid**, and to sign contracts, agreements, instruments, statements, reports, and other documents pertaining to the bidding **including the ensuing contract with DBP** and all other documents, as may be required:

Name	Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

acting: singly (or) jointly (and) any _ (1 or 2)

FORM 2-B (page 2 of 2)

RESOLVED FURTHER THAT, the _____ (Name of the Corporation):

- (1) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (2) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful Service Provider, and the carrying out of the awarded contract.

RESOLVED FINALLY, that the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same.”

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20__ at _____.

Corporate Secretary

SUBSCRIBED AND SWORN to before me, this day of , 20 at , affiant exhibiting to me his/her Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

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

(For FORMED Joint Venture-Incorporated)

(use Supplier's Official Letterhead)

REPUBLIC OF THE PHILIPPINES)
) S.S.

SECRETARY'S CERTIFICATE

I, _____ (Name of the Corporate Secretary), the Corporate Secretary of the _____ (Name of the Corporation), a corporation duly organized and existing under and by virtue of the laws of the Philippines with principal office at _____ (Address of the Corporation) (the "Corporation"), after having been duly sworn according to law, does hereby certify that at the meeting of the Board of Directors of the said Corporation duly convened and held on _____ (Date of the meeting) at _____ (Place of the meeting) at which a quorum was present and acted throughout, the following resolutions were unanimously approved and adopted through **Board Resolution No. ____ (Indicate Board Resolution No.), Series of 20__**:

"RESOLVED, that _____ (Name of the Joint Venture) is authorized to participate in the bidding of _____ (Project ID-No.) _____ of the Development Bank of the Philippines ("DBP" or the "Procuring Entity"); and that in connection with the said bidding, the following is/are hereby appointed and designated as the duly authorized representative/s of the **JV**, granted with full power and authority to do, execute and perform any and all acts necessary and/or **to represent the JV to participate in the bidding of the above-mentioned project which includes to sign for and in behalf of the JV all bid documents, submit the bid, and to sign contracts, agreements, instruments, statements, reports, and other documents pertaining to the bidding including the ensuing contract with DBP and all other documents,** as may be required:

Name	Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

acting: singly (or) jointly (and) any _ (1 or 2);

FORM 2-C (page 2 of 2)

RESOLVED FURTHER, that the _____
(Name of the JV):

- (1) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (2) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful Service Provider, and the carrying out of the awarded contract.

RESOLVED FINALLY, that the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same.”

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20__ at _____.

Corporate Secretary

SUBSCRIBED AND SWORN to before me, a Notary Public for and in _____, personally appeared (name of corporate secretary), who has satisfactorily proven to me his/her identity through his/her I.D. No. (ID Name and number) valid until (expiry date) that he/she is the same person who executed and voluntarily signed the foregoing Secretary’s Certificate which he/she acknowledged before me as his/her free and voluntary act and deed this _____ day of _____, 20__ at _____.

NOTARY PUBLIC

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

(For UNINCORPORATED Joint Venture)

REPUBLIC OF THE PHILIPPINES)
) SS.

SECRETARY'S CERTIFICATE

I, _____ (**Name of the Corporate Secretary**),
the Corporate Secretary of the _____ (**Name of the Corporation**), a corporation duly organized and existing under and by virtue of the laws of the Philippines with principal office at _____ (**Address of the Corporation**) (the "Corporation"), after having been duly sworn according to law, do hereby certify that at the meeting of the Board of Directors of the said Corporation duly convened and held on _____ (**Date of the meeting**) at _____ (**Place of the meeting**) at which a quorum was present and acted throughout, the following resolutions were unanimously approved and adopted through Board Resolution No. ____ (**Indicate Board Resolution No.**), Series of 20__:

"**RESOLVED**, that the Corporation is hereby authorized to participate in the bidding of _____ (**Name of the Project and Project ID No.**) of the Development Bank of the Philippines ("DBP" or the "Procuring Entity") as a Joint Venture ("JV") with _____ (**Name of the Joint Venture Partner**), hereinafter referred to as the "**Unincorporated JV**" pursuant to the terms and conditions of the Joint Venture Agreement ("JVA") executed by and between the said corporations on _____ (**Date of the JVA**);

RESOLVED ALSO, that in connection with the said bidding, the following is/are hereby appointed and designated as the duly authorized representative/s of the **Unincorporated JV** and the **Lead Partner of the said Unincorporated JV**, granted with full power and authority to do, execute and perform any and all acts necessary and/or to represent the **Unincorporated JV** to participate in the bidding of the above-mentioned project which includes to sign for and in behalf of the **Unincorporated JV** all bid documents, submit the bid, and to sign contracts, agreements, instruments, statements, reports, and other documents pertaining to the bidding including the ensuing contract with DBP and all other documents, as may be required:

FORM 2-D (page 2 of 3)

LEAD PARTNER: _____ (NAME OF CORPORATION)

Name ²	Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____

acting: singly (or) jointly (and) any _ (1 or 2);

RESOLVED FURTHER that, the _____ (Name of the Corporation):

- (3) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (4) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful Service Provider, and the carrying out of the awarded contract.

RESOLVED FINALLY that, the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same.”

The undersigned also certifies that _____ (Name of the Corporation’s Signatory to the JVA) has been previously and duly authorized by the Board of the Directors thru Board Resolution No. ____, Series of ____ (Indicate the Board Resolution authorizing the Representative of the Corporation as Signatory to the JVA) to sign the JVA for and in behalf of the Corporation.

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

²Both Corporations should designate the same representative/s to sign the bidding documents and the contract, if awarded the project subject of the bidding. The name must be consistent with the authorized representative as indicated in the Joint Venture Agreement.

FORM 2-D (page 3 of 3)

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____,
20__ at _____.

Corporate Secretary

SUBSCRIBED AND SWORN to before me, this day of, 20 at , affiant exhibiting to me his/her
Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

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

FORM 2-E (page 1 of 2)

For JV to be formed (Corporation)

REPUBLIC OF THE PHILIPPINES)
) SS.

SECRETARY’S CERTIFICATE

I, _____ (Name of the Corporate Secretary), the Corporate Secretary of the _____ (Name of the Corporation), a corporation duly organized and existing under and by virtue of the laws of the Philippines with principal office at _____ (Address of the Corporation) (the “Corporation”), after having been duly sworn according to law, do hereby certify that at the meeting of the Board of Directors of the said Corporation duly convened and held on _____ (Date of the meeting) at _____ (Place of the meeting) at which a quorum was present and acted throughout, the following resolutions were unanimously approved and adopted through **Board Resolution No. ____ (Indicate Board Resolution No.), Series of 20__**:

“**RESOLVED**, that the Corporation is hereby authorized to participate in the bidding of _____ (Name of the Project and Project ID No.) of the Development Bank of the Philippines (“DBP” or the “Procuring Entity”) as a Joint Venture (“JV”) with _____ (Name of the Joint Venture Partner), hereinafter referred to as the “**Unincorporated JV**” pursuant to the terms and conditions of the Joint Venture Agreement (“JVA”) executed by and between the said corporations on _____ (Date of the JVA);

RESOLVED ALSO, that in connection with the said bidding, the following is/are hereby appointed and designated as the duly authorized representative/s of the **Unincorporated JV and the Lead Partner of the said Unincorporated JV**, granted with full power and authority to do, execute and perform any and all acts necessary and/or to represent the **Unincorporated JV** to participate in the bidding of the above-mentioned project which includes to sign for and in behalf of the **Unincorporated JV** all bid documents, submit the bid, and to sign contracts, agreements, instruments, statements, reports, and other documents pertaining to the bidding including the ensuing contract with DBP and all other documents, as may be required:

LEAD PARTNER: _____ (NAME OF CORPORATION)

Name ³	Position	Specimen Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

acting: singly (or) jointly (and) any _ (1 or 2);

³Both Corporations should designate the same representative/s to sign the bidding documents and the contract, if awarded the project subject of the bidding. The name must be consistent with the authorized representative as indicated in the Joint Venture Agreement.

FORM 2-E (page 2 of 2)

RESOLVED FURTHER that, the _____ (Name of the Corporation):

- (5) Submits itself to the jurisdiction of the Philippine government and waives its right to question the jurisdiction of the Philippine courts; and
- (6) Shall neither seek nor obtain writs of injunction or prohibition or restraining order against the DBP or any other agency in connection with this project to prevent and restrain the bidding procedures related thereto, the negotiating of the award of a contract to a successful Service Provider, and the carrying out of the awarded contract.

RESOLVED FINALLY that, the foregoing authorities shall remain in full force and effect and binding on the Corporation until notice in writing is received by DBP, revoking, amending, or otherwise modifying the same.”

The undersigned also certifies that _____ (Name of the Corporation's Signatory to the JVA) has been previously and duly authorized by the Board of the Directors thru Board Resolution No. ____, Series of ____ (Indicate the Board Resolution authorizing the Representative of the Corporation as Signatory to the JVA) to sign the JVA for and in behalf of the Corporation.

The undersigned further certifies that the foregoing resolutions have not been revoked, amended, or otherwise modified, and remain valid and subsisting.

The foregoing excerpts of the minutes of the Board meeting are true and correct and in accordance with the corporate records under my custody and are consistent with the Articles of Incorporation and By-laws of the Corporation.

IN WITNESS WHEREOF, I have hereunto affixed my signature on this ____ day of _____, 20__ at _____.

Corporate Secretary

SUBSCRIBED AND SWORN to before me, this ____ day of , 20__ at , affiant exhibiting to me his/her Competent Evidence of Identity issued on _____ at _____.

NOTARY PUBLIC

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

FORM 3

(use Supplier's Official Letterhead)

SUPPLY AND DELIVERY OF CONDUITS AND FITTINGS, BOXES, SWITCHES AND OUTLETS, LIGHTING FIXTURES, AND MISCELLANEOUS MATERIALS FOR THE DATA CENTER OF THE DEVELOPMENT BANK OF THE PHILIPPINES
Reference No. N-G-2021-06

STATEMENT OF ALL ONGOING GOVERNMENT & PRIVATE CONTRACTS INCLUDING CONTRACTS AWARDED BUT NOT YET STARTED (if any) (whether similar or not similar in nature)

Business Name : _____

Business Address : _____

Name of Contract/ Project Cost	a) Owner's Name b) Address c) Telephone Nos.	Nature of Work	Supplier's Role		a) Date Awarded b) Date Started c) Date of Completion	% of Accomplishment		Value of Outstanding Works / Undelivered Portion
			Description	%		Planned	Actual	
Government Contracts								
1)								
2)								
3)								
4)								
Private Contracts								
1)								
2)								
3)								
4)								
5)								

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

(use Supplier's Official Letterhead)

SUPPLY AND DELIVERY OF CONDUITS AND FITTINGS, BOXES, SWITCHES AND OUTLETS, LIGHTING FIXTURES, AND MISCELLANEOUS MATERIALS FOR THE DATA CENTER OF THE DEVELOPMENT BANK OF THE PHILIPPINES
Reference No. N-G-2021-06

STATEMENT OF SINGLE CONTRACT (GOVERNMENT OR PRIVATE), OF SIMILAR NATURE COMPLETED WITHIN THE LAST FIVE (5) YEARS EQUIVALENT TO AT LEAST FIFTY PERCENT (50%) OF THE ABC

Business Name : _____
Business Address : _____

Name of Contract	a) Owner's Name b) Address c) Telephone Nos.	Nature of Work	Supplier's Role		a) Amount at Award b) Amount at Completion c) Duration	a) Date Awarded b) Contract Effectivity c) Date Complete d)
			Description	%		

IMPORTANT: Please attach the following supporting documents related to each listed completed similar contract:

Listed completed contracts must be supported by the following:

- 1) Notice of Award (NOA), **OR** Notice to Proceed (NTP), **OR** Contract/Purchase Order (PO)

AND

- 2) **Any one** of the following documents:

- 2.1) Copy of Certificate of Completion or Certificate of Acceptance or Certificate of Satisfactory Performance issued by the Supplier's client;
- 2.2) Copy of Official Receipt/s or Sales Invoice/s issued by the Service Provider to the client (ORs/ SIs must sum up to the full amount of total contract price of completed project).

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

Note: Similar contract shall refer to supply and delivery and/or installation of various electrical materials.

(use Supplier's Official Letterhead)

SUPPLY AND DELIVERY OF CONDUITS AND FITTINGS, BOXES, SWITCHES AND OUTLETS, LIGHTING FIXTURES, AND MISCELLANEOUS MATERIALS FOR THE DATA CENTER OF THE DEVELOPMENT BANK OF THE PHILIPPINES
Reference No. N-G-2021-06

CERTIFICATE OF NET FINANCIAL CONTRACTING CAPACITY

- A. Summary of the Applicant Firm's/Contractor's assets and liabilities on the basis of the Audited Financial Statement, stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year and a certified copy of Schedule of Fixed Assets particularly the list of construction equipment.

	Year 20__
1. Current Assets	
2. Current Liabilities	
3. Current Net Worth/Net Working Capital (Item 1 minus Item2)	

- B. Total value of all outstanding or uncompleted portions of the projects under ongoing contracts (government or private), including awarded contracts yet to be started coinciding with the contract to be bid, *(Per FORM 2)* _____

- C. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = [(Current assets minus current liabilities) **(15)**] minus the value 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.

(PLEASE SHOW COMPUTATION)

The values of the domestic Supplier's current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to BIR.

NFCC = ₱

Submitted by:

Name of Firm / Contractor

Name and Signature of Authorized Representative

Date: _____

Note: In case of Joint Venture, the partner responsible to submit the NFCC shall likewise submit the Statement of all its ongoing contracts and the latest EFPS Filed Audited Financial Statements

FORM 6 (page 1 of 3)

SUPPLY AND DELIVERY OF CONDUITS AND FITTINGS, BOXES, SWITCHES AND OUTLETS, LIGHTING FIXTURES, AND MISCELLANEOUS MATERIALS FOR THE DATA CENTER OF THE DEVELOPMENT BANK OF THE PHILIPPINES

Reference No. N-G-2021-06

Omnibus Sworn Statement

[shall be submitted with the Bid]

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Service Provider] with office address at [address of Service Provider];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Service Provider] with office address at [address of Service Provider];

2. *[Select one, delete the other:]*

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Service Provider], 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 Service Provider] 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;**

FORM 6 (page 2 of 3)

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 Service Provider] 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 Service Provider] 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 Service Provider] 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 Service Provider] complies with existing labor laws and standards; and
8. [Name of Service Provider] is aware of and has undertaken the responsibilities as a Service Provider 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 Service Provider] 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.

FORM 6 (page 3 of 3)

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 SERVICE PROVIDER OR ITS
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.

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 _____

Technical Specifications/ Requirement

Supplier's Statement of Compliance
Suppliers must state here either "Comply" or "Not Comply"



Development Bank of the Philippines

PROJECT : SUPPLY AND DELIVERY OF CONDUITS AND FITTINGS; BOXES; SWITCHES AND OUTLETS; LIGHTING FIXTURES AND MISCELLANEOUS MATERIALS FOR DBP DATA CENTER
LOCATION : DBP ANNEX BUILDING, MAKATI AVENUE, MAKATI CITY
SUBJECT : TECHNICAL SPECIFICATIONS

The Project shall cover the supply and delivery of conduits and fittings; boxes; switches and outlets; lighting fixtures and miscellaneous materials as per technical specifications of the DBP Data Center/Office.

I. APPROVED BUDGET FOR THE CONTRACT (ABC): ONE MILLION TWO HUNDRED NINETY-FIVE THOUSAND FIVE HUNDRED SIXTY-NINE PESOS AND 40/100 CENTAVOS (₱ 1,295,569.40) INCLUSIVE OF ALL APPLICABLE TAXES.

II. REQUIREMENTS/TECHNICAL SPECIFICATIONS

Item No.	Particulars	Quantity	Specifications
Conduits and Fittings			
1	20.0 mm (1/2") dia. Flexible PVC Conduit	257 m	Conduits and fittings shall be Polyvinyl Chloride (PVC), schedule 40, and uniformed wall thickness. It shall be compression and impact resistant, non-corrosive, weatherproof, made of superior quality. IMC conduits and fittings shall be made of hot-dip galvanized steel. Standard product length of 3.05 meters and has a coupling on one end.
2	20.0 mm (1/2") dia. Straight Connector	141 pcs	
3	20.0 mm (1/2") dia. Angle Connector	141 pcs	
4	20.0 mm x 3m (1/2") dia. PVC Conduit	597 pcs	
5	20.0 mm (1/2") dia. PVC Adaptor & Locknut	368 pcs	
6	32.0 mm x 3m (1") dia. PVC Conduit	46 pcs	
7	32.0 mm (1") dia. PVC Adaptor & Locknut	31 pcs	
8	50.0 mm x 3m (1-1/2") dia. PVC Conduit	19 pcs	
9	50.0 mm (1-1/2") dia. Adaptor & Locknut	13 pcs	
10	80.0 mm x 3m (3") dia. Intermediate Metallic Conduit (IMC)	27 pcs	
11	80.0 mm (3") dia. IMC Locknut	18 pcs	
12	80.0 mm (3") dia. IMC Bushing	18 pcs	
13	90.0 mm x 3m (3-1/2") dia. Intermediate Metallic Conduit (IMC)	40 pcs	
14	90.0 mm (3-1/2") dia. IMC Locknut	27 pcs	
15	90.0 mm (3-1/2") dia. IMC Bushing	27 pcs	
16	125.0 mm (4-1/2") dia. PVC Conduit	50 pcs	
17	125.0 mm (4-1/2") dia. PVC Elbow	20 pcs	
18	125.0 mm (4-1/2") dia. PVC End-bell	15 pcs	
19	125.0 mm (4-1/2") dia. PVC Coupling	32 pcs	
Boxes			
20	Junction Box	366 pcs	4"x 4" ga#16 GI, deep-type

Conforme:

Service Provider's Company Name

Name & Signature of Authorized Representative

Designation

Date

Handwritten initials/signature

Technical Specifications/ Requirement

Supplier's Statement of Compliance
Suppliers must state here either "Comply" or "Not Comply"

21	Utility Box	111 pcs	2"x 4" ga#16 GI, deep-type
22	Pull Box	2 pcs	24" x 24" x 6" ga#16
Switches and Outlets			
23	One-gang Switch with Plate	4 sets	Thermosetting plastic, color: white
24	Two-gang Switch with Plate	17 sets	
25	Three-gang Switch with Plate	2 sets	
26	Two-gang Three-way Switch with Plate	2 sets	
27	Duplex Convenience Outlet (Grounding Type)	86 sets	
Lighting Fixtures			
28	Pinlight	8 sets	E-27 LED Bulb 9 Watts "Day Light" Pinlight (Indoor Type)
29	Lamp Tube (no housing)	72 sets	600mm "Day Light T5 LED Lamp Tube (Covelighting)
30	Lamp Tube (with housing)	6 sets	1200mm "Day Light" T5 LED Lamp Tube (Surface Mounted)
31	Troffer light (ceiling recessed)	22 sets	MAS LEDTUBE HF 2-600mm HE 16 Watts in 600mm x 600mm Housing
33	Troffer light (weatherproof housing)	33 sets	MAS LEDTUBE HF 2-600mm HE 16 Watts in 600mm x 600mm Weatherproof Housing
34	UFO Type Emergency Light	30 sets	Minimum 3-4W (At least 30mins burning time)
35	Wall Mounted Type Emergency Light	10 sets	Minimum 3W (At least 30mins burning time)
36	Exit Light	3 sets	3W LED Acrylic Exit Sign, Single Face (Green light, black background)
Miscellaneous Materials			
37	PVC Cement	16 pints	Regular clear
38	Hanger, Threaded-End	100 pcs	2/8" x 10 ft
39	U-Clamp	100 pcs	4"
40	Electrical Tape	500 rolls	0.16mm x 19mm x 16mm Black = 200 rolls Red = 100 rolls Blue = 100 rolls Yellow = 100 rolls
41	Plastic Tox	200 boxes	#6 (30mm), color: brown
42	Black Screw	300 pcs	1-1/2"

Notes:

- Supplier must comply with COVID-19 protocols inside DBP premises.
- Supplier must provide same brand for each item.

Conforme:

 Service Provider's Company Name

 Name & Signature of Authorized Representative

 Designation

 Date



<p align="center">Technical Specifications/ Requirement</p>	<p align="center">Supplier's Statement of Compliance <i>Suppliers must state here either "Comply" or "Not Comply"</i></p>
<p>A. OTHER REQUIREMENTS</p> <ol style="list-style-type: none"> 1. Sales Invoice and Delivery Receipt in the name of DBP duly signed, with the date of the receipt indicated shall be delivered at DBP Head Office, Makati City. 2. Upon receipt of check payment, the supplier shall issue Official Receipt to acknowledge receipt of payment and shall be delivered at DBP Head Office, Makati City. 3. All expenses to be incurred during of delivery/shipment of the items to DBP Head Office, Makati City shall be borne by the supplier. 4. Supplier must ensure that all items are brand new, original, in conformance to the Philippine National Standards (PNS) and in compliance with the Bureau of Philippine Standard (BPS) Mandatory Product Certification Schemes whether locally manufactured or imported. 5. Origin of the items must be from a Philippine Standard (PS) licensed manufacturer and/or Import Commodity Clearance (ICC) certified manufacturer. 6. DBP reserves the right to inspect or reject the items delivered if: <ul style="list-style-type: none"> - Not in accordance with the specifications; - Without PS mark and/or ICC Sticker on the box/package and/or product itself (where applicable); and - Proven substandard. <p>B. MANNER OF DELIVERY</p> <ol style="list-style-type: none"> 1. The supplier shall handle freight shipments from its Sales Office to DBP Head Office, Sen. Gil Puyat Avenue corner Makati Avenue, Makati City 1200 Philippines. 2. All original documents shall be signed at DBP Head Office, Makati City. 3. Authorized DBP representatives will inspect and receive the items. <p>C. DELIVERY PERIOD</p> <p>Complete delivery of the items shall be not later than sixty (60) calendar days upon receipt of Purchase Order or Notice to Proceed.</p> <p>III. PAYMENT</p> <p>One-time, full payment shall be processed only upon issuance of Certificate of Acceptance by DBP, which will be based on completion of all deliverables, i.e., the conduits and fittings; switches and outlets; lighting fixtures; miscellaneous materials and the documents.</p> <p>The supplier must open an account with DBP after the receipt of Notice of Award.</p> <div style="border: 1px solid black; padding: 10px; margin-top: 20px;"> <p align="center">Conforme:</p> <p align="center">_____</p> <p align="center">Service Provider's Company Name</p> <p align="center">_____</p> <p align="center">Name & Signature of Authorized Representative</p> <p align="center">_____</p> <p align="center">Designation</p> <p align="center">_____</p> <p align="center">Date</p> </div>	

Technical Specifications/ Requirement

Supplier's Statement of Compliance
Suppliers must state here either "Comply" or "Not Comply"

IV. PERFORMANCE SECURITY

To guarantee the faithful performance of obligations, the supplier is required to post within ten (10) calendar days from receipt of Notice of Award, a performance security in any of the following forms and percentages:

Forms of Performance Security	Minimum % of Contract Price
Cash, cashier's/manager's check issued by a Universal or Commercial Bank.	Five Percent (5%)
Bank draft/guarantee or Irrevocable letter of credit issued by a Universal of Commercial Bank; provided, however, that it shall be confirmed or authenticated by a Universal of Commercial Bank, if issued by a foreign bank.	
Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%)

V. LIQUIDATED DAMAGES

If the supplier fails to satisfactorily deliver any or all of the Goods and/or to perform the Services within the period(s) specified in the Contract inclusive of duly granted time extensions if any, DBP shall, without prejudice to its other remedies under the Contract and under the applicable law, deduct from the Contract Price, as liquidated damages, the applicable rate of one tenth (1/10) of one (1) percent of the **cost of the unperformed portion** for every day of delay until actual delivery or performance. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the maximum amount of liquidated damages is reached, DBP may rescind or terminate the Contract, without prejudice to other courses of action and remedies open to it.

VI. DOCUMENTARY REQUIREMENTS

- Supplier must have completed a single contract of similar nature within the last five (5) years, equivalent to at least fifty percent (50%) of the ABC of this project. "Similar Contract" shall mean supply and delivery and/or installation of various electrical materials.
- Technical data sheet/brochure of the brand/model for the following items being offered:
 - Switches and Outlets
 - Lighting Fixtures

Conforme:

 Service Provider's Company Name

 Name & Signature of Authorized Representative

 Designation

 Date

FORM 8 (page 1 of 2)

**SUPPLY AND DELIVERY OF CONDUITS AND FITTINGS, BOXES, SWITCHES AND
OUTLETS, LIGHTING FIXTURES, AND MISCELLANEOUS MATERIALS FOR THE DATA
CENTER OF THE DEVELOPMENT BANK OF THE PHILIPPINES
Reference No. N-G-2021-06**

Bid Form for the Procurement of Goods
[shall be submitted with the Bid]

(use Supplier's Official Letterhead)

BID FORM

Date : _____

Project Identification No. : _____

To: *DEVELOPMENT BANK OF THE PHILIPPINES*

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/deliver/perform]* *[description of the Goods]* 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 Amount and Purpose of
of agent Currency Commission or gratuity

(if none, state "None")]

FORM 8 (page 2 of 2)

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 Service Provider]* 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: _____