



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
MALACAÑANG, MANILA

Invitation for Negotiated Procurement


SUPPLY OF DRINKING WATER WITH HOT AND COLD WATER DISPENSER FOR CY 2014

1. In view of the two (2) failed public biddings, the Department of Budget and Management (DBM) Bids and Awards Committee (BAC) invites suppliers to participate in the negotiation for the Project, Supply of Drinking Water with Hot and Cold Water Dispenser for CY 2014 in accordance with Section 53.1 of the Implementing Rules and Regulations (IRR) of Republic Act (R.A.) No. 9184, otherwise known as the "Government Procurement Reform Act." The Approved Budget for the Contract is Three Hundred Seventy Eight Thousand Eight Hundred Forty Pesos (P378,840.00).
2. The following eligibility and technical documents, as well as the Financial Proposal Form (Annex A), shall be submitted on March 12, 2014, 10:30 a.m. at the BAC Conference Room DBM Building III, Gen. Solano St., San Miguel, Manila:
 - (a) CY 2014 Mayor's Permit;
 - (b) Statement of completed government and private contracts within five (5) years prior to March 12, 2014 (Annex B);
 - (c) Statement of all ongoing government and private contracts within five (5) years prior to March 12, 2014 (Annex C);
 - (d) Audited financial statements for the preceding calendar year stamped received by the Bureau of Internal Revenue;
 - (e) Compliance with the Schedule of Requirements (Annex D) and Technical Specifications (Annex E);
 - (f) Omnibus Sworn Statement (Annex F); and
 - (g) Authority of the Signatory.

The supplier whose submission will be determined as the best and final offer will be required to submit the following documents:

- (a) CY 2012 Income Tax Returns; August 2013 to January 2014 Business Tax Returns filed and paid thru the Electronic Filing and Payment System;
 - (b) Tax Clearance issued by the Collection Enforcement Division of the Bureau of Internal Revenue (BIR); and
 - (c) PhilGEPS Registration Certificate.
3. An initial meeting for the negotiated procurement with interested suppliers will be conducted on March 5, 2014, 11:00 a.m. Submission of the best and final offer using the form attached as Annex A will be on March 12, 2014, 10:30 a.m., at the BAC Conference Room, DBM Building III, Gen. Solano St., San Miguel, Manila.

4. For further information, you may call the DBM-BAC Secretariat at tel. no. 735-1650 from 9:00 a.m. to 4:00 p.m.
5. The DBM reserves the right to accept or reject any offer, to annul the negotiation process, and to reject all offers at any time prior to contract award, without thereby incurring any liability to the affected firms.


ATTY. JANET B. ABUEL
Assistant Secretary
Chairperson, DBM-BAC

Financial Proposal Form

Date: _____

The Chairperson

DBM-Bids and Awards Committee
Department of Budget and Management
Malacanang, Manila

Gentlemen and/or Ladies:

We, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the technical specifications and schedule of requirements for the sum of *[total Bid amount in words and figures]*.

Weekly Qty Requirement (a)	Annual Qty Requirement (Weekly quantity x 4 weeks x 12 months) (b)	Unit Cost (c)	Total Contract Cost (VAT inclusive) (b x c)
205	9,840		
Total (VAT inclusive)			

***Note: The above-quoted cost is inclusive of costs of bottles, provision for hot and cold dispensers, delivery charges and all other incidental charges.**

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

If our Offer is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Implementing Rules and Regulations of Republic Act No. 9184.

We agree to abide by this Offer for one hundred twenty (120) calendar days and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

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

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

Dated this _____ day of _____ 20_____.

*[signature]*_____
[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____



Statement of Completed Government and Private Contracts

Business Name: _____

Business Address: _____

Name of Contract	Date of the Contract	Kinds of Goods	Amount of Contract	Date of Delivery	End User's Acceptance or Official Receipt(s) Issued for the Contract
<u>Government</u>					
<u>Private</u>					

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

Instructions:

- a) Cut-off date is March 12, 2014.
- b) Subject completed contract:
- (i) If there are more than ten (10) completed contracts in a year, state at least 10 completed contracts for said year.
 - (ii) If there are 10 or less completed contracts in a year, state all completed contracts for said year (government and private contracts).
 - (iii) If there is no completed contract in a year, state none or equivalent term. This shall not be a basis for disqualification.



**List of all Ongoing Government and Private Contracts including
Contracts awarded but not yet started**

Business Name: _____

Business Address: _____

Name of Contract	Date of the Contract	Kinds of Goods	Value of Outstanding Contracts	Date of Delivery
<u>Government</u>				
<u>Private</u>				

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

Instructions:

- i. State all ongoing contracts including those awarded but not yet started within two (2) years (government and private contracts) prior to March 12, 2014.
- ii. If there is no ongoing contract including awarded but not yet started as of the aforementioned period, state none or equivalent term.
- iii. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC) in case an NFCC is submitted as an eligibility document.



Section VI. Schedule of Requirements

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

Item No.	Description	Quantity	Delivery Date
1	Supply of Purified Drinking Water	205* bottles of 5 gallons	Weekly Delivery/Distribution of Water every Saturday
2	Hot and Cold Water Dispenser	40 units	One time delivery of Hot and Cold Water Dispenser within fifteen (15) calendar days from the issuance of Notice to Proceed

*Indicative number and for bidding purposes only.

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date



Section VII. Technical Specifications

Bidders must state either “Comply or “Not Comply” or any equivalent term in the column “Statement of Compliance” against each of the individual parameters of each “Specifications”

Item No.	Specifications	Statement of Compliance
1	Purified drinking water	
2	Minimum of 16 stages purification/filtration process	
3	Content: 5 gallons per bottle	
4	Shape and quality of bottle: Round and poly carbonated resin type (brand new)	
5	Provision for closed delivery van/truck	
6	Forty (40) units of brand new hot and cold water dispenser with the following specifications: <ul style="list-style-type: none">• Power source 220V/60Hz• Rated input power (heating): 500W• Rated input power (cooling): 80W• Refrigerant/pout: R12/42g	
7	Monthly cleaning of hot and cold water dispenser	
8	Monthly submission of Water Test Laboratory Certificate from DOH-accredited water testing laboratory	
9	Monthly random sampling of water samples shall be jointly conducted by Supplier and DBM, and sent to water testing, laboratory cost chargeable to Supplier; and	
10	Sanitary Permits for the duration of the contract.	

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

Signature Over Printed Name of Representative

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:

2. *Select one, delete the other:*

If a sole proprietorship: I am the sole proprietor 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]*;

3. *Select one, delete the other:*

If a sole proprietorship: As the owner and sole proprietor 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]*;

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 and/or to represent the *[Name of Bidder]* in the bidding as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)]*;

4. *[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;
5. 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;
6. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

