



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO ST., SAN MIGUEL, MANILA

Invitation for Negotiated Procurement

Supply of Drinking Water with Hot and Cold Water Dispenser

1. In view of the four (4) failed public biddings and one (1) failed negotiated procurement, 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" 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 P703,000.00.
2. The following eligibility and technical documents, as well as the best and final offer (Annex A), shall be submitted on June 25, 2015, 10:00 a.m. at the BAC Room, DBM Building III, Gen. Solano St., San Miguel, Manila:
 - (a) CY 2015 Mayor's Permit;
 - (b) PhilGEPS Registration Certificate;
 - (c) Audited Financial Statements for the preceding calendar year stamped received by the Bureau of Internal Revenue;
 - (d) Statement of all Ongoing Government and Private Contracts (Annex B);
 - (e) Compliance with the Schedule of Requirements (Annex C) and Technical Specifications (Annex D);
 - (f) Omnibus Sworn Statement (Annex E); and
 - (g) Authority of the Signatory.
3. The opening of the best and final offer will be on June 25, 2015, 10:00 a.m., at the BAC Room, DBM Building III, Gen. Solano St., San Miguel, Manila.
4. For further information, you may call the DBM-BAC Secretariat at 791-2000 loc. 3121 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
Undersecretary
Chairperson, DBM-BAC

Best and Final Offer

Date: _____

The Chairperson

DBM-Bids and Awards Committee
 Department of Budget and Management
 General Solano St., San Miguel, Manila

Gentlemen and/or Ladies:

We, the undersigned, offer to Supply Drinking Water with Hot and Cold Dispenser in conformity with the technical specifications and schedule of requirements for the sum of [total Offer amount in words and figures], as follows:

Weekly Qty Requirement (a)	Annual Qty Requirement (Weekly quantity x 4 weeks x 12 months) (b)	Unit Cost (VAT inclusive) (c)	Total Contract Cost (VAT inclusive) (d)
380	18,240		
Total (VAT inclusive)			

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 time 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 _____ 2015.

[signature]_____
[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

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

Business Name: _____

Business Address: _____

Name of Client	Date of the Contract	Title of the Project in the Contract	Value of Outstanding Contracts/ Undelivered Portion	Date of Delivery
<u>Government</u>				
<u>Private</u>				

Submitted by : _____
(Printed Name & Signature)

Designation : _____

Date : _____

Instructions:

1. State all ongoing contracts including those awarded but not yet started.
2. If there is no ongoing contract including awarded but not yet started, state none or equivalent term.

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	18,240 bottles of 5 gallons (380 bottles/week)	Weekly Delivery of 380 bottles of Drinking Water every Saturday
2	Hot and Cold Water Dispenser	38 units	One Time Delivery within fifteen (15) calendar days from the issuance of Notice to Proceed

*Indicative number and for bidding purposes only. The Administrative Service-General Service Division may increase or decrease the required quantities for any reason, and in such event, there shall be a corresponding downward or upward adjustment in the consideration in such sum as may be agreed upon by the parties provided that the resulting cost of said increase or decrease shall not exceed the ABC.

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

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

Technical Specifications

Bidders must write “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 (deep well or NAWASA)	
2	Minimum of 16 stages purification/filtration process	
3	Content: 5 gallons per bottle	
4	Shape and quality of bottle: Round and polycarbonated resin type (brand new)	
5	Provision for closed delivery van/truck	
6	Thirty-eight (38) units of brand new hot and cold water dispensers 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	Manual monthly cleaning of hot and cold water dispensers	
8	Automated water refilling process, pressurized cleaning and disinfecting of empty bottles.	
9	Individual plastic wrapper for each bottle	
10	Monthly submission of Water Test Laboratory Certificate from DOH or FDA accredited water testing laboratory	
11	Random sampling of water samples done not more than twelve (12) times within the contract period, shall be jointly conducted by Supplier and DBM, and sent to water testing laboratory, with costs chargeable to Supplier	
12	Sanitary Permit/s 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:

1. **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]*;

2. **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)]*;

3. *[Name of Bidder]* is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
5. *[Name of Bidder]* is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
- a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[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.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 2015 at _____, Philippines.

Supplier's Representative/Authorized Signatory

SUBSCRIBED AND SWORN TO BEFORE ME, this ____ day of _____, 2015 in the City of _____. Affiant exhibiting to me his/her Valid Identification _____, Number_____.

Notary Public

Doc. No.:
Page No.:
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Series of 2015.