



Republic of the Philippines
OFFICE OF THE OMBUDSMAN
Bids and Awards Committee – Central Office
Agham Road, Diliman, Quezon City 1104

REQUEST FOR QUOTATIONS

The Office of the Ombudsman – Central Office, through its Bids and Awards Committee (BAC), as duly authorized to conduct **Small Value Procurement** for “**Various IT Equipment and Peripherals (USB, External Drive, UPS, Software, Printer, Body Camera, Cellphone)**” in accordance with **Section 53.9** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184, hereby invites all interested suppliers/bidders to offer their lowest government price.

Quotation Number: **QN 2019-0005-JAN**

Name of Project: “**Various IT Equipment and Peripherals (USB, External Drive, UPS, Software, Printer, Body Camera, Cellphone)**”

Approved Budget for the Contract (ABC): **₱ 668,350.00**

Location: **Office of the Ombudsman, Agham Road, Diliman, Quezon City**

Specifications: **See attached Annex “A”**

Deadline of submission: On or before **08 January 2019, 5:00 p.m.**

Delivery period: **Must be thirty (30) calendar days after receipt of Purchase Order (PO) for item number 18. The rest of the items, fifteen (15) calendar days after receipt of PO.**

Interested bidders/suppliers are required to submit their duly accomplished Price Quotation Forms (Annex A) on or before the deadline of submission of bids at the BAC Secretariat – Central Office, Ground Floor, Ombudsman Main Bldg., Agham Road, Diliman, Quezon City. Bidders/suppliers have the option to submit open or sealed quotations in the address given above. Open quotations may be submitted thru email (bac@ombudsman.gov.ph) and/or bac.ombudsman@hotmail.com) or thru facsimile at 479-7300 local 2206.

Bidders/suppliers offering the lowest calculated bid shall be required to submit the following documentary requirements within three (3) working days from receipt of notification.

- 1) Valid and Current Mayor’s / Business Permit 2018 or 2019;
- 2) PhilGEPS Registration Number;
- 3) Income / Business Tax Return (for ABCs above ₱500,000);
- 4) For ABCs above ₱50,000.00 – Omnibus Sworn Statement (OSS) “Annex C1/C2/C3”. Bidder/supplier’s OSS shall be valid for six (6) months and may be used for other quotations in the BAC OMB-Central Office thru Alternative Modes of Procurement, unless an updated OSS is required. (Reference: GPPB Resolution No. 21-2017)
- 5) For ABCs ₱50,000.00 and below –
 - a) For Single Proprietorship – Authorization letter/Special Power of Authority, in case the owner is not the signatory of Price Quotation Form and Notice of Award. (“Annex D”)
 - b) For Corporation/Partnership/Joint Venture – Secretary’s Certificate authorizing signatory. (“Annex E”)

Award of contract shall be made to the lowest calculated bidder which complies with the minimum technical specifications (Annex A) and General Terms and Conditions (Annex B).

For further inquiries you may reach us at 479-7300 local 2206 or email us at bac@ombudsman.gov.ph and/or bac.ombudsman@hotmail.com.

(Sgd.) **JOSEPHINE VARGAS**
Head, BAC Secretariat-Central Office

ANNEX A
PRICE QUOTATION FORM

HON. MARIBETH T. PADIOS

Chairperson, Bids and Awards Committee-Central Office
Office of the Ombudsman
Agham Road, North Triangle
Diliman, Quezon City

Quotation No.	2019-0005-JAN
PR No. (s)	Various end-users
APP/SPPMP Code:	Various IAPP Codes
Canvass No.	1 st
Date:	03-Jan-2019
Authority:	53.9 (SVP)
Authority No.	19-021
Authority Date:	11-Dec-2018

Thru: BAC Secretariat – Central Office

Dear **Madame**:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed the Instructions to Bidders specified in Annex B, hereunder is our quotation/s for the item/s as follows:

Item No.	PR No. IAPP Code	Total ABC (in Php)	Qty.	unit	OMBUDSMAN SPECIFICATIONS	Bidder's offer (Tech. spec/brand, if applicable)	Unit Price	Total Price
1	CO-19-12-054 IAPP061 OODO Proper	3,250.00	5	pcs.	USB, 16 GB - USB 3.0 interface or latest; - 16 GB capacity; - Compatible with Windows and MAC computers; - Backward compatibility with USB 2.0; - With encryption/password protection; - Swivel/ slide/ retractable (capless) type; and - With three (3) months warranty, provided that physical damage, such as scratches, cracks or clings, is not due to user's negligence.			
2	CO-19-12-058 IAPP061 PAB	10,500.00	10	pcs.	USB, 16 GB			
3	CO-19-12-071 IAPP061 PMB	12,000.00	15	pcs.	USB, 16 GB - Easy to plug-in and compatible with desktop and laptop - At least 16GB capacity - With at least 130MB/s read speed for quick transfer of files, photos and videos. - Interface: USB Type C / USB 3.1			
4	CO-19-12-074 IAPP062 PIAB-C	4,000.00	4	pcs.	USB, 32 GB - At least USB 2.0 or latest - 32GB or higher - Plug and play system - Features: compatible with Windows, MAC Apple, backward compatibility with USB 2.0 - With 3 months warranty provided that physical damage like scratches, cracks or clings is not due to user's negligence			
5	CO-19-12-065 IAPP062 PIAB-F	8,000.00	8	pcs.	USB, 32 GB - Manufacturer's Certification: ISO 9001 - Capacity: At least 32GB - Interface: At least USB 3.0 or latest - Features: ➤ Plug and play connectivity ➤ Compatible with Windows, MAC ➤ Backward compatibility with USB 2.0 ➤ With encryption / password protection ➤ Swivel/slide/retractable (capless) type			

Quotation No.	2019-0005-JAN
PR No. (s)	Various end-users
APP/SPPMP Code:	Various IAPP Codes
Canvass No.	1 st
Date:	03-Jan-2019
Authority:	53.9 (SVP)
Authority No.	19-021
Authority Date:	11-Dec-2018

Item No.	PR No. IAPP Code	Total ABC (in Php)	Qty.	unit	OMBUDSMAN SPECIFICATIONS	Bidder's offer (Tech. spec/brand, if applicable)	Unit Price	Total Price
6	CO-19-12-023 IAPP062 FIO	50,400.00	63	pcs.	External USB Flash Drive: - Capacity: 32GB - Read Speed: up to 200MB/s - Product type: USB Flash drive - Interface type: at least USB 3.0 - Compatibility: Windows XP, Vista, Mac OS v10.0 or latest, Linux v2.4.0 and above - With encryption/password protection swivel/slide/retractable (capless) type - Automatic backup and password protection			
7	CO-19-12-055 IAPP062 ODOO Proper	2,100.00	3	pcs.	USB, 32 GB - An ultra-small, low-profile, high-speed USB 3.0 flash drive that's ideal for notebooks; - The fast way to move media between devices; - Read speeds up to 150MB/s; - Write up to 15x faster than standard USB 2.0; and - Keep private files with included SecureAccess software			
8	CO-19-12-067 IAPP062 PAMO I	10,000.00	5	pcs.	USB, 32 GB			
9	CO-19-12-072 IAPP062 PMB	16,000.00	10	pcs.	USB, 32 GB - Easy to plug-in and compatible with desktop and laptop - At least 32GB capacity - With at least 150MB/s read speed for quick transfer of files, photos and videos. - Interface: USB Type C / USB 3.1			
10	CO-19-12-056 IAPP063 ODOO Proper	3,600.00	3	pcs.	USB, 64 GB - Capacity: 64GB - Read speed: up to 150MB/s' - Generation: USB 3.0			
11	CO-19-12-021 IAPP063 FIO	228,000.00	57	units	External Disk Drive, 1 TB - Capacity: 1TB - Read Speed: up to 200MB/s - Product type: USB Flash drive - Interface type: at least USB 3.0 - Compatibility: Windows XP, Vista, Mac OS v10.0 or latest, Linux v2.4.0 and above - Easy to use - Automatic backup and password protection - Slim portable drive			

Quotation No.	2019-0005-JAN
PR No. (s)	Various end-users
APP/SPPMP Code:	Various IAPP Codes
Canvass No.	1 st
Date:	03-Jan-2019
Authority:	53.9 (SVP)
Authority No.	19-021
Authority Date:	11-Dec-2018

Item No.	PR No. IAPP Code	Total ABC (in Php)	Qty.	unit	OMBUDSMAN SPECIFICATIONS	Bidder's offer (Tech. spec/brand, if applicable)	Unit Price	Total Price
12	CO-19-12-050 IAPP063 OMB Security	3,500.00	1	unit	External Drive - Manufacturer's Certificaton: ISO 9001 - Capacity: At least 1 TB (Terrabyte) - Interface: At least USB 3.0 or latest - Features: ➤ Portable/compact external HDD ➤ USB Powered ➤ Compatible with Windows, MAC ➤ With security features: encryption and/or password protection ➤ Accessories: Includes USB cable, manual/guide - After Sales Support: ➤ Monday to Friday, office hour technical support; ➤ At least 1-year warranty			
13	CO-19-12-066 IAPP063 PIAB-F	31,500.00	9	units	External Drive - Capacity: 1 TB - Interface: Transfer Rate (Max) 5Gbps (USB 3.0), 480Mbps (USB 2.0) - Operating System: Windows 7 (32bit/64bit), Windows Vista (32bit/64bit), Windows XP (32bit), Mac Obligation Slip No. X 1-4 or later (Mac OS supports only USB 2.0) - Supplied accessories: PC Software (Pre-loaded) (Data Transfer Accelerator, Backup Manager, Password Protection Manager, FAT32 Formatter*1) - - PC Software System Requirements: Display (High Color (more than 16bit), 800 x 600 pixels or more)			
14	CO-19-12-092 IAPP051 PIAB-D	14,000.00	1	unit	External Drive - Hard Drive capacity: 4TB - Size: (L x W x H cm) 7.6 x 5.25 x 0.96 - Weight (kg): 0.25 - Storage capacity: 4TB			

Quotation No.	2019-0005-JAN
PR No. (s)	Various end-users
APP/SPPMP Code:	Various IAPP Codes
Canvass No.	1 st
Date:	03-Jan-2019
Authority:	53.9 (SVP)
Authority No.	19-021
Authority Date:	11-Dec-2018

Item No.	PR No. IAPP Code	Total ABC (in Php)	Qty.	unit	OMBUDSMAN SPECIFICATIONS	Bidder's offer (Tech. spec/brand, if applicable)	Unit Price	Total Price
15	CO-19-12-053 IAPP059 ODOO	38,500.00	11	sets	<p>UPS / UPS Battery</p> <ul style="list-style-type: none"> - Manufacturer's certification: ISO 9001 compliant for at least 10 years - Technology/ Method: Line interactive - Output power capacity: 625VA/ 325w or higher - Output connections: at least 3 battery backed outlet - Features: power spikes and surge protection, boost and trim automatic voltage regulation, led indicator and audible alarms, resettable circuit breaker, overload protection and alarm - Battery: at least 12 volt, 7.0 Ah, sealed, leak proof, maintenance free, with up-to 4 years expected life - One input power cable (Phil Standard) and three output connection port (if not phil Standard (NEMA I/NEMA 5), additional 2 output power cables are required and to be supplied to connect the UPS to computer system - Warranty: at least 2 years next business day on-site (NBDOS) warranty on parts and labor including battery 			
16	CO-19-12-022 IAPP060 FIO	40,000.00	10	pcs.	<p>Uninterruptible Power Supply</p> <ul style="list-style-type: none"> - Manufacturer's certification: ISO 9001 compliant for at least 10 years - Technology/ Method: Line interactive - Output power capacity: 625VA/ 325w or higher - Output connections: at least three (3) battery-backed outlet - Features: power spikes and surge protection, boost and trim automatic voltage regulation, led indicator and audible alarms, resettable circuit breaker, overload protection and alarm - Battery: at least 12 volt, 7.0 Ah, sealed, leak proof, maintenance free, with up to 4 years expected life - Accessories/Other Requirement: One (1) input power cable (Phil Standard), two (2) output power cables are required and to be supplied to connect the UPS to computer system (system unit, monitor) 			

Quotation No.	2019-0005-JAN
PR No. (s)	Various end-users
APP/SPPMP Code:	Various IAPP Codes
Canvass No.	1 st
Date:	03-Jan-2019
Authority:	53.9 (SVP)
Authority No.	19-021
Authority Date:	11-Dec-2018

Item No.	PR No. IAPP Code	Total ABC (in Php)	Qty.	unit	OMBUDSMAN SPECIFICATIONS	Bidder's offer (Tech. spec/brand, if applicable)	Unit Price	Total Price
17	CO-19-12-041 IAPP123 MISS SDD	30,000.00	1	unit	<p>Adobe Photoshop CC (2018) – Single App Latest version – (1 Year Subscription)</p> <ul style="list-style-type: none"> - Standard manufacturer's warranty - Supply and Delivery of Electronic License (ESD) - Operating System: Multiple Platforms 			
18	CO-19-12-040 IAPP057 FMIO MISS	16,000.00	1	unit	<p>Mono Laser Printer</p> <p>Manufacturer's Certification: ISO 9001 compliant for at least 10 years</p> <p>Print technology/method: Laser</p> <p>Memory: 128 MB or higher</p> <p>Speed: up to 40 ppm or higher (normal, letter)</p> <p>Monthly Duty Cycle: 80,000 pages per month or higher</p> <p>Recommended monthly page volume: up to 4,000 pages or higher</p> <p>Input capacity: - At least 250-sheet adjustable input tray or higher with multipurpose/ priority feed/ bypass tray</p> <p>Output Capacity: 150-sheet or higher</p> <p>Interface: At least USB 2.0 or latest, at least Ethernet 10/100/1000</p> <p>Paper Size: For at least: Letter, A4, Legal, Envelope, 8.5" x 13"</p> <p>Compatible operating systems: For 32 and 64 bit: Microsoft® Windows® XP, Vista, XP Professional, Windows 7, Windows 8 / 8.1, Windows 10, Mac OS, Linux</p> <p>Toner page yield: toner cartridge capable of 3,000 pages or higher</p> <p>Features: Energy saver with auto-on, auto-off / sleep capability/function. Photo-conductive drum unit and toner in onE cartridge/incorporated. With display screen for menu and status display.</p> <p>Accessories: Power Cable (Phil. Standard), USB Cable, toner cartridge with incorporated drum unit, Driver and User Manual</p> <p>Other Requirements:</p> <ul style="list-style-type: none"> • All equipment and components should be original, branded (not clone or assembled) and brand new • Availability of parts and consumables in local market by local distributor • At least one (1) year next business day on-site (NBDOS) warranty on parts and labor 			

Quotation No.	2019-0005-JAN
PR No. (s)	Various end-users
APP/SPPMP Code:	Various IAPP Codes
Canvass No.	1 st
Date:	03-Jan-2019
Authority:	53.9 (SVP)
Authority No.	19-021
Authority Date:	11-Dec-2018

Item No.	PR No. IAPP Code	Total ABC (in Php)	Qty.	unit	OMBUDSMAN SPECIFICATIONS	Bidder's offer (Tech. spec/brand, if applicable)	Unit Price	Total Price
					<ul style="list-style-type: none"> Includes hardware setup, installation, configuration and warranty maintenance, if needed The supplier must have been in IT business for at least five (5) years and is an authorized service partner and reseller of the product/unit being offered. Delivery period within 30 days upon receipt of Purchase Order <p>Equipment After Sales Support:</p> <ul style="list-style-type: none"> Monday to Friday, office hours nationwide technical support/after sales service With Customer Service division/section of at least 5 years experience in IT business and after-sales service and support. Bidder/supplier must have an official website and capable of receiving request for technical support / service by phone and by its official corporate email account. Capable of providing technical service/assistance within 24 hours OR next business day on-site (NBDOS) warranty. <p>With reliable ticketing/monitoring system/procedure capable of monitoring all received service request based on issued report/incident number for proper monitoring and tracing.</p>			
19	CO-19-12-020 IAPP049 FIO	132,000.00	11	units	<p>Body Cam / Portable Digital Video Recorder</p> <ul style="list-style-type: none"> - Interface type: at least USB 2.0 - Capacity: at least 32GB internal memory - Battery life (fully charged): at least 10 hours - Resolution: at least Full HD 1080P - Video Format: MOV (H.264) - IP Rating: at least IP67 - Connectivity: Bluetooth and Wi-fi - With Image Stabilization Technology - With Infrared LEDs for night vision - Language: English - Storage: MicroSD/SDHC (inclusive of 32GB SD card) - Dimension: Not more than 96mm x 54mm x - File Format: AVI 			

Quotation No.	2019-0005-JAN
PR No. (s)	Various end-users
APP/SPPMP Code:	Various IAPP Codes
Canvass No.	1 st
Date:	03-Jan-2019
Authority:	53.9 (SVP)
Authority No.	19-021
Authority Date:	11-Dec-2018

Item No.	PR No. IAPP Code	Total ABC (in Php)	Qty.	unit	OMBUDSMAN SPECIFICATIONS	Bidder's offer (Tech. spec/brand, if applicable)	Unit Price	Total Price
20	CO-19-12-045 IAPP095 OMB Security	15,000.00	3	units	Cellular phone General: - Form factor: Touchscreen - Dimension mm : 142.30 x 71. x 7.90 - Weight(g): 138.00 - Battery capacity (mAh): 2600 Display: - Screen size (inches): 5.00 - Touchscreen - Resolution: 720x1280 pixels Hardware: - Processor: 1.5Ghz Quadcore - RAM 1.5 - Internal Storage 8GB - Expandable Storage - Expandable Storage type micro SD - Expandable Storage up to 128GB - 8MP Primary camera			
GRAND TOTAL								

Name of Authorized Representative

Signature

Date

Bidder/Supplier's Information:

Company Name:	
Address:	
Tel/Fax No.:	
Email Address:	
PhilGEPS Reg'n Cert. No.:	
PhilGEPS Reg'n valid until:	

ANNEX B

GENERAL TERMS AND CONDITIONS:

1. **BID VALIDITY.** Bids should be valid for **sixty (60)** calendar days counted from the deadline of submission of bids;
2. **PRICE ESCALATION.** All bid prices for the given scope of work in the contract as awarded shall be considered as fixed prices, and therefore not subject to price escalation during contract implementation.
3. **ALTERNATIVE BIDS.** Alternative Bids shall be rejected. For this purpose, alternative bid is an offer made by a Bidder in addition or as a substitute to its original bid which may be included as part of its original bid or submitted separately therewith for purposes of bidding.
4. **TAXES.** The total price quoted is subject to withholding tax and payable check.
5. **DELIVERY PERIOD.** Must be **thirty (30) calendar days** after receipt of Purchase Order (PO) for item number **18**. The rest of the items, **fifteen (15) calendar days** after receipt of PO;
6. **INCIDENTAL CHARGES AND SERVICES.** The cost of transportation, insurance, and other costs incidental to delivery of the Goods shall be included in the price quoted per item by the Bidder. An additional or separate delivery charge in the bid shall be treated as non-responsive and shall be rejected.
7. **TERM OF PAYMENT.** Payment shall be CHARGED ACCOUNT, unless specified. Cash on Delivery (COD) shall not be allowed, unless accepted during bid evaluation.
8. **RETENTION MONEY.** The obligation for the warranty shall be covered by either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) but not to exceed five (5%) of the total contract price. The said amounts shall only be released after the lapse of the warranty period or, in the case of Expendable Supplies, after consumption thereof; Provided, however, That the supplies delivered are free from patent and latent defects and all the conditions imposed under the contract have been fully met; *(GPPB Resolution No. 30-2017 dated 30 May 2017)*
9. **LIQUIDATED DAMAGES.** No payment shall be made until full delivery of item/s is/are completed. Delay in the delivery shall be subject to liquidated damages by way of penalty @ 1/10 of 1% of each day of delay.
10. **ALTERATION OF TECHNICAL SPECIFICATIONS AND TERMS AND CONDITIONS.** Altering and/or amending the technical specifications and Terms and Condition(s) may be considered non-responsive / non-compliant.

INSTRUCTIONS TO BIDDERS:

1. Completely fill out the Price Quotation Form (Annex B), technical specification/brand (if applicable), unit / total price and Supplier/Bidder's information. Do not forget to sign the Price Quotation Form.
2. Download this Form from the PhilGEPS website before the closing date for inclusion in the PhilGEPS Document Request List (DRL).

ANNEX C1

OSS Form A
Omnibus Sworn Statement for SOLE PROPRIETORSHIP (NOTARIZED)

Alternative Methods of Procurement – Negotiated Procurement (Small Value Procurement)

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. I am the sole proprietor of _____ (*Name of Bidder*) with office address at _____ (*address of Bidder*);
2. 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 at the OFFICE OF THE OMBUDSMAN – CENTRAL OFFICE;
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. 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;
7. _____ (*Name of Bidder*) complies with existing labor laws and standards;
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; and
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 ___, 20__ at _____, Philippines.

 (*Bidder's Representative/Authorized Signatory*)

[JURAT]

ANNEX C2

OSS Form B

Omnibus Sworn Statement for PARTNERSHIP OR COOPERATIVE (NOTARIZED)

Alternative Methods of Procurement – Negotiated Procurement (Small Value Procurement)

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. I am the sole proprietor of _____ (*Name of Bidder*) with office address at _____

(*address of Bidder*);
2. 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 at the OFFICE OF THE OMBUDSMAN – CENTRAL OFFICE 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. 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;
7. _____ (*Name of Bidder*) complies with existing labor laws and standards;
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; and
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 ___, 20__ at _____,
Philippines.

(*Bidder's Representative/Authorized Signatory*)
[JURAT]

ANNEX C3

OSS Form C

Omnibus Sworn Statement for CORPORATION OR JOINT VENTURE (NOTARIZED)

Alternative Methods of Procurement – Negotiated Procurement (Small Value Procurement)

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. I am the duly authorized and designated representative of _____
_____ [*Name of Bidder*], with office address at _____

[*address of Bidder*];
2. 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*] at the OFFICE OF THE OMBUDSMAN – CENTRAL OFFICE 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. 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;
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; and
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 __, 20__ at _____,
Philippines.

[*Bidder's Representative/Authorized Signatory*]
[JURAT]

ANNEX D

Office of the Ombudsman
(For Single Proprietorship only)
Authority of Signatory

AUTHORIZATION LETTER

I, _____, Owner/Proprietor of _____
[company name], a single proprietorship registered under the laws of _____,
with its registered office at _____
[address of bidder], has made, constituted and appointed _____ [authorized
representative] true and lawful attorney, for it and its name, place and stead, to do, execute and perform any and
all acts necessary, participate and/or represent _____
[company name] in the bidding (under alternative mode of procurement) at the **OFFICE OF THE
OMBUDSMAN – CENTRAL OFFICE** as fully and effectively as owner/proprietor might do if personally
present with full power of substitution and revocation and hereby confirming all that said representative shall
lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of _____,
201__, at _____.

Affiant

ANNEX E

Office of the Ombudsman
(For Corporation/Partnership/Joint Venture)
Authority of Signatory

SECRETARY’S CERTIFICATE

I, _____, a duly elected and qualified Corporate Secretary of _____ [company name], a corporation duly organized and existing under and by virtue of the law of the _____ DO HEREBY CERTIFY, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At the regular meeting of the Board of Directors of the said Corporation duly convened and held on _____ at which meeting a quorum was present and acting throughout, the following resolutions were approved, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

RESOLVED, that _____ [authorized representative] be, as it hereby is, authorized to participate in the bidding (under alternative mode of procurement) at the **OFFICE OF THE OMBUDSMAN – CENTRAL OFFICE**; that if awarded the project shall enter into contract with the Office of the Ombudsman; and is granted full power and authority to do, execute and perform any and all acts necessary and/or to represent _____ [company name] in the bidding.

WITNESS the signature of the undersigned as such officer of the said _____ this _____.

(Corporate Secretary)

ACKNOWLEDGMENT

SUBSCRIBED AND SWORN to before me this ___ day of _____, 20__ affiant exhibited to me his/her _____ issued on _____ at _____, Philippines.

Notary Public

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