

Bid Securing Declaration Form

[shall be submitted with the Bid if bidder opts to provide this form of bid security]

REPUBLIC OF THE PHILIPPINES)

CITY OF _____) S.S.

BID SECURING DECLARATION

Project Identification No.: *[Insert number]*

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, bids must be supported by a Bid Security, which may be in the form of a Bid Securing Declaration.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of the Guidelines on the Use of Bid Securing Declaration, within fifteen (15) days from receipt of the written demand by the procuring entity for the commission of acts resulting to the enforcement of the bid securing declaration under Sections 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; without prejudice to other legal action the government may undertake.
3. I/We understand that this Bid Securing Declaration shall cease to be valid on the following circumstances:
 - a. Upon expiration of the bid validity period, or any extension thereof pursuant to your request;
 - b. I am/we are declared ineligible or post-disqualified upon receipt of your notice to such effect, and (i) I/we failed to timely file a request for reconsideration or (ii) I/we filed a waiver to avail of said right; and
 - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

Bid Form for the Procurement of Goods
(shall be submitted with the Bid)

BID FORM

Date: _____

Project Identification No. _____

To (name and address of procurement Entity)

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers (insert numbers), the receipt of which is hereby duly acknowledge, we the undersigned, offer to (supply/delivery/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:

- To deliver the goods in accordance with the delivery schedule specified in the schedule of Requirements of the Philippine Bidding Documents (PBDs).
- To provide a performance security in the form, amounts and within the times prescribed in the PBDs.
- 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.

d.

(Insert this paragraph if Foreign-Assisted Project with the Development Partner; Commission 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 Agent currency commission or gratuity
_____	_____
_____	_____

(If none, state "None")

Until a formal contract is prepared and executed, this Bid, together with your written acceptance thereof and your notice of Award, shall be binding upon us.

We understand that you are not bound to accept the lowest calculated Bid or any Bid you may receive.

We certify/confirm that we comply with the eligibility requirements pursuant to the PBDs.

The undersigned is authorized to submit the bid on behalf of (name of the bidder) 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 _____

Omnibus Sworn Statement (Revised)

[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 Bidder] with office address at [address of Bidder];

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

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

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

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

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

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

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

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

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3015 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 BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]

AFFIDAVIT

I, _____, of legal age, single/married, filipino, and residing at _____
_____, 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 _____
with office address at _____.
- 2 I am granted full power and authority to do, execute and perform any and all acts
necessary and/or to represent the _____ in the bidding as
as shown in the attached **Special Power of Attorney**:
- 3 _____ 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 institutions whose black-
listing 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 _____ is authorizing the Head of the Procuring Entity or its duly
authorized representative(s) to verify all documents submitted:
- 6 The proprietor and I am not related to the Head of the Procuring Entity, member of
the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC
Secretariat, the head of the Project Management Office of the end-user unit, and
the project consultants by consanguinity or affinity up to the third civil degree;
- 7 _____ complies with existing labor laws and standards; and;
- 8 _____ is aware of and has undertaken the following responsibilities
as a Bidder:
 - a. Carefully examine all 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 _____
- 9 _____ 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 _____,
2017 at _____, Philippines.

Bidders Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ____ day of _____, in Iloilo
City, Philippines. Affiant exhibiting to me his/her Community Tax Certificate No. _____
Issued on _____ at Iloilo City, Philippines.

Doc. No. _____
Book No.: _____
Page No. _____
Series of 2017: _____

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
BIDS AND AWARD COMMITTEE
Burgos Street, La Paz, Iloilo City

Statement of Availability of Personnel

(Date)

DR. RAUL F. MUYONG Ed.D.
University President
Iloilo Science and Technology University
Burgos Street, La Paz, Iloilo City

ATTENTION: The Chairman
Bids and Award Committee

Dear Sir:

In compliance with the requirements of the Iloilo Science and Technology University, Bids and Awards Committee for the bidding of the _____
we certify that the following are key staff of _____.

Name and Title	Degree	Years with Firm	Age
1			
2			
3			
4			
5			
6			

Very truly yours,

Name of Representative of Bidder

Position

Name of the Bidder

SECRETARY'S CERTIFICATE
AUTHORITY OF SIGNATORY

(For Corporation)

I, _____, a duly elected and qualified Corporate Secretary of
(name of representative)
_____ a corporation duly organized and existing under and by virtue
(name of the company)
of the law of the _____ DO HEREBY,
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 _____ be, as it hereby authorized
(Name of the Company)
participate in the bidding of the project:

by the Iloilo Science and Technology University; and that if awarded the Contract shall enter into
a contract with Iloilo Science and Technology University, and in connection therewith hereby
appoints _____ acting as duly authorized and designated
(name of the authorized representative)

representative of _____ a
(Name of the company)

granted full power and authority to do, execute and perform any and all acts necessary and/or to
represent _____ in the bidding as fully and effectively as the
(Name of the company)

might do if personally present with full power of substitution and
revocation and hereby satisfying and confirming all that my said representative shall lawfully do
or cause to be done by virtue thereof;

RESOLVED FURTHER THAT, the _____ hereby authorizes its President to:

(1) execute a waiver of jurisdiction whereby the _____ (Name of the Bidder/Company)

hereby submits itself to the jurisdiction of the Philippine Government and hereby waives
its right to question the jurisdiction of the Philippine Courts;

(2) execute a waiver that the _____ shall not seek and
Name of the Bidder/Company)

obtain writ of injunctions or prohibition or restraining order against the AFP or any other
agency in connection with this Contract to prevent and restrain the bidding procedures
related thereto, the negotiating of and award of a contract to a successful bidder; and the
carrying out of the awarded contract.

WITNESS the signature of the undersigned as such officer of the said _____
this day of _____, 2017.

CORPORATE SECRETARY

ACKNOWLEDGEMENT

SUBSCRIBED AND SWORN to before me this _____ day of _____, 2017
affiant exhibited to me his/her Community Tax Certificate No. _____ Issued on _____
at _____, Philippines.

WITNESS MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.

Notary Public:

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

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Burgos Street, La Paz, Iloilo City
BIDS AND AWARDS COMMITTEE

AUTHORITY OF SIGNATORY

SPECIAL POWER OF ATTORNEY

I, _____, President of _____ a
corporation incorporated under the laws of _____ with its
registered Office _____, by virtue of Board
Resolution No. _____ dated _____ has made, constituted and
appointed _____ true and lawful attorney, for its and its
name, place and stead, to do, execute and perform any and all acts necessary and / or
represent _____ in the bidding of _____
_____ as fully and effectively as corporation 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
_____, 200__ at _____;

Signed in the Presence of:

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
QUEZON CITY) SS.

BEFORE ME, a Notary Public for and in Quezon City, Philippines, this _____ day of
_____, 200__, personally appeared:

NAME

CTC NO.

ISSUED AT/ON

known to me and know to be the same person who executed the foregoing instrument consisting
of _____ () pages, including the page whereon the acknowledgements is written and
acknowledged before me that the same is his free and voluntary act and deed and that of the
Corporation he represents.

WITNESS MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.

Notary Public:

Until 31 December 20__

PTR No. _____

Issued at _____

Issued On _____

TIN

Doc. No. _____

Page No. _____

Book No. _____

Series of _____

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Burgos Street, La Paz, Iloilo City
BIDS AND AWARDS COMMITTEE

JOINT VENTURE AGREEMENT

KNOW ALL MEN BY THESE PRESENTS:

That this JOINT VENTURE AGREEMENT is entered into By and Between _____
of legal age, -- _____, owner/proprietor of _____ and a
(Civil Status)
resident of _____

- and -

_____, of legal age, _____, owner/proprietor of
(Status)
_____ a resident of _____

THAT both parties agree to join together their manpower, equipment, and what is need to
facilitate the Joint Venture to participate in the Eligibility, Bidding and Undertaking of the here-under
stated project to be conducted by the Iloilo Science and Technology University.

NAME OF PROJECT

CONTRACT AMOUNT

That both parties agree to be jointly and severally liable for the entire assignment.

That both parties agree that _____ and/or _____
shall be the Official Representative of the Joint Venture, and is granted full power and authority
to do, execute and perform any and all acts necessary and/or to represent the Joint Venture in the
bidding as fully and effectively and the Joint Venture may do and if personally present with full power
of substitution and revocation.

THAT this Joint Venture Agreement shall remain in effect only for the above stated Projects until
terminated by both parties.

Done this _____ day of _____, in the year of our Lord.

If the bidder is a joint venture, one of the requirements for Eligibility is the submission of a valid joint venture
agreement.

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Burgos Street, La Paz, Iloilo City
BIDS AND AWARDS COMMITTEE

NET FINANCIAL CONTRACTING CAPACITY (NFCC)

A. Summary of the Applicant Supplier's/Distributors/Manufacturer's assets and Liabilities on the basis of the attached income tax return and 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 200
1	Total Assets	
2	Current Assets	
3	Total Liabilities	
4	Current Liabilities	
5	Net Worth (1 - 3)	
6	Net Working Capital (2 - 4)	

B. The computation of NFCC must be at least equal to the ABC to be bid, calculated as follows:

$$NFCC = [(Current\ assets - current\ Liabilities) (K)] \text{ minus value of all outstanding or uncompleted portions of the projects under ongoing contract, including awarded contracts yet to be started coinciding with the contract to be bid.}$$

$$NFCC = P$$

Where:

$K = 15$ for a contract duration of one year or less, 15 for more than one year up to two years and 20 for more than two years.

C. The values of the bidder's current assets and current liabilities shall be based on the data submitted to the BIR, through its Electronic Filing and Payment System (EFPS).

D. Herewith attached are certified true copies of the income tax return and audited financial statement; stamped "RECEIVED" by the BIR authorized collecting agent for the immediately preceding year and the cash deposit certificate or certificate of commitment from a licensed bank to extend a credit line.

Submitted by:

Name of Supplier/ Distributor / Manufacturer

Signature of Authorized Representative

Date: _____

NOTE:

1. If partnership or joint venture, each Partner or Member of firm of Joint Venture shall submit the above-requirements.

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Burgos Street, La Paz, Iloilo City
BIDS AND AWARDS COMMITTEE

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

Business Name: _____
Business Address: _____

Name of Contract/ Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date awarded b. Date started c. Date of completion	% of Accomplishment	
			Description	%		Planned	Actual
1							
<u>Government</u>							
3							
4							
5							
6							
7							
<u>Private</u>							
8							
9							
10							
						Total Cost	

Note: This statement shall be supported with:

1. Notice of Award and / or contract
2. Notice to proceed issued by the Owner
3. Certificate of Accomplishments signed by the owner or authorized representative

Submitted by: _____
(Printed Name & Signature)

Designation: _____
Date : _____

ILOILO SCIENCE AND TECHNOLOGY UNIVERSITY
Burgos Street, La Paz, Iloilo City
BIDS AND AWARDS COMMITTEE

Statement of Single Largest Completed Contract to the Contract to b Bid (SLCC)

Business Name: _____
Business Address: _____

Name of Contract/ Project Cost	a. Owner's Name b. Address c. Telephone Nos.	Nature of Work	Bidder's Role		a. Date awarded b. Amount Completion c. Actual Contract Duration	a. Date Awarded b. Contract Effectivity c. Date Complete
			Description	%		
Government						
Private						

Note: This statement shall be supported with:

1. Contract
2. Certificate of Completion
3. Certificate of Acceptance

Submitted by: _____
(Printed Name & Signature)

Designation: _____
Date : _____