

PURCHASE REQUEST

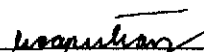
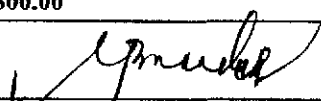


Entity Name: DEPARTMENT OF ENERGY

Fund Cluster: 03-LFP

Division/Office:		PR No.	01-0151-2021-07-0194	Date:		27 July 2021
OIMB-RMMSCD		Responsibility Center Code :				
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost (Php)	Total Cost	
		Procurement of Personal Protective Equipment (PPE) and Field Supplies for the following Implementing Units:				
		For OIMB:				
	pc	Hard Hat	52	1,000.00	52,000.00	
	pc	Safety Shoes	52	2,500.00	130,000.00	
	pc	Safety Goggles	52	500.00	26,000.00	
	pc	Safety Jacket with Reflectorized lining	52	2,500.00	130,000.00	
	pc	Gloves, petroleum chemical safe	52	500.00	26,000.00	
	box	Face Mask, N95 or equivalent, 20pc/box	156	1,800.00	280,800.00	
		For DOE-MFO:				
	pc	Field Bags	16	4,500.00	72,000.00	
	pc	Headset	20	1,600.00	32,000.00	
		For DOE-VFO				
	pc	Field Bags	12	4500.00	54,000.00	
					802,800.00	

TITLE OF PROCUREMENT/PURPOSE:

Procurement of Personal Protective Equipment (PPE) and Field Supplies/ For the use of field inspectors

REQUESTED BY:  LORALAI R. CAPISTRANO DATE <u>7.16.21</u> <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</small>	FUNDING FOR CONTRACTED-OUT REPAIR/SERVICES/PROJECT: ESTIMATED AMOUNT: <u>Php 802,800.00</u> ALLOCATED PROVIDED:  ELISA B. MORALES Chief, Budget Division
RECOMMENDED BY:  RODELA A. ROMERO DATE _____ <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</small>	APPROVED BY:  RINO E. ABAD DATE _____ <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</small>

PMD Procurement Code:

01-Goods; 02-Services; 03-Consulting Services; 04-Infrastructure;
05-Capital Outlay





PURCHASE REQUEST

Entity Name: DEPARTMENT OF ENERGY

Fund Cluster: 03-LFP

[illegible]**TITLE OF PROCUREMENT/PURPOSE:**

Procurement of Calibrating Buckets / In support for the activities of the Oil Deregulation Management Program.

REQUESTED BY:  LORALAI R. CAPISTRANO <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</small>		FUNDING FOR CONTRACTED-OUT REPAIR/SERVICES/PROJECT: ESTIMATED AMOUNT: Php 308,000.00 ALLOCATED PROVIDED:  ELISA B. MORALES Chief, Budget Division	
RECOMMENDED BY:  RODELA I. ROMERO <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</small>		APPROVED BY:  RINO E. ABAD <small>(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</small>	
DATE <u>7-16-21</u>		DATE <u>7/16</u>	

PMD Procurement Code:

01-Goods; 02-Services; 03-Consulting Services; 04-Infrastructure;
05-Capital Outlay

DEPARTMENT OF ENERGY
Mindanao Field Office
3rd & 4th Floor, Tolentino 2020 Bldg., Candelaria Ave.,
Matina, Ecoland, Davao City

<u>ARTICLE</u>	<u>APPROVED BUDGET</u> <u>FOR THE CONTRACT (ABC)</u>	<u>BID PRICE</u>
FIELD BAGS	Php 72,000.00	

TERMS OF REFERENCE

I. FIELD BAGS

Qty.	Unit	Item Description/Technical Specifications	Total Cost
16	pc	Field Bags	72,000.00
		<ul style="list-style-type: none">• Material<ul style="list-style-type: none">- Polyester- Lined interior- Breathable mesh for shoulder straps and back panel- Water resistant• Features<ul style="list-style-type: none">- Has top handle- With laptop sleeve- Compression straps- High quality strap buckles and zippers- At least (2) large main compartments• Color<ul style="list-style-type: none">- Black• Size<ul style="list-style-type: none">- Capacity minimum of 25L- Laptop compartment approximately 15.6"	
	TOTAL		Php 72,000.00

II. TERMS AND CONDITIONS:

- Bidder must submit sample of appropriate material to be retained by the end-user until the delivery for comparison purposes.
- The material and dimension must not be subjected to any change even due to increase of raw materials.
- Bidder must replace defective items.

III. PAYMENT

- One hundred percent (100%) of the contract price will be released upon satisfactory completion/acceptance of end user.
- Bid price must be inclusive of all costs (insurance, freight, brokerage, duties and taxes, etc.) attendant to the delivery of items at **Department of Energy-Mindanao Field Office located at 3rd & 4th Flr., 2020 Tolentino Bldg, Candelaria Ave., Ecoland, Matina, Davao City.**

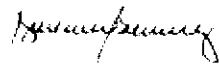
Recommended by:



THEODRIC R. ALINGALAN

Division Chief SRS, EIMD

Approved by:



NILO J. GEROCHE

Director, MFO

DEPARTMENT OF ENERGY
Mindanao Field Office
3rd & 4th Floor, Tolentino 2020 Bldg., Candelaria Ave.,
Matina, Ecoland, Davao City

<u>ARTICLE</u>	<u>APPROVED BUDGET</u> <u>FOR THE CONTRACT (ABC)</u>	<u>BID PRICE</u>
HEADSET	Php 32,000.00	

TERMS OF REFERENCE


I. HEADSET

Qty.	Unit	Item Description/Technical Specifications	Total Cost
20	pcs	<ul style="list-style-type: none">Headsets with passive/active noise cancelling earphonesWith noise cancelling boomless microphonesWith High definition audioPlush leatherette ear cushionsDual eared corded or wireless headsetWith warrantyDurable	32,000.00
	Total		32,000.00

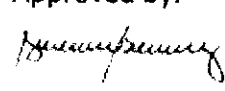
II. TERMS AND CONDITIONS:

- The delivery of items shall be within 30 calendar days upon receipt of Purchase Order (PO).
- Contract price is inclusive of Value Added Tax (VAT) and other taxes.
- Payment shall be made within seven (7) days upon the issuance of certificate of acceptance of the end-user.
- The items should be delivered directly to the Department of Energy-Mindanao Field Office, 3rd Flr., Tolentino 2020 Bldg., Candelaria Ave., Matina, Ecoland, Davao City.

Recommended by:


THEODRIC R. ALINGALAN
Chief SRS, EIMD

Approved by:


NILO J. GEROCHE
Director, MFO

DEPARTMENT OF ENERGY
Mindanao Field Office
3rd & 4th Floor, Tolentino 2020 Bldg., Candelaria Ave.,
Matina, Ecoland, Davao City

<u>ARTICLE</u>	<u>APPROVED BUDGET</u> <u>FOR THE CONTRACT (ABC)</u>	<u>BID PRICE</u>
CALIBRATION BUCKET	Php 70,000.00	

TERMS OF REFERENCE

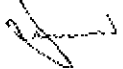
I. CALIBRATION BUCKET

Qty.	Unit	Item Description/Technical Specifications	Total Cost
10	pc	Calibration Bucket	70,000.00
		<ul style="list-style-type: none">• 10 Liter capacity stainless steel bucket with calibration scale• Stainless steel material• With cap/lid and carry handle• Calibrated and sealed	
TOTAL			Php 70,000.00

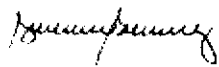
II. TERMS AND CONDITIONS:

- The delivery of items shall be within 30 calendar days upon receipt of Purchase Order (PO).
- Contract price is inclusive of Value Added Tax (VAT) and other pertinent taxes.
- Payment shall be made within seven (7) days upon the issuance of certificate of acceptance of the end-user.
- Items shall be delivered directly to the Department of Energy-Mindanao Field Office located at 3rd & 4th Flr., Tolentino 2020 Bldg, Candelaria Ave., Matina, Ecoland, Davao City.

Recommended by:


THEODRIC R. ALINGALAN
Division Chief SRS, EIMD

Approved by:


NILO J. GEROCHE
Director, MFO

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. 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 BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]
Affiant

[Jurat]

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