

PURCHASE REQUEST

Entity Name:

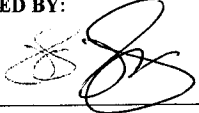





Department of Energy

Fund Cluster: 03

Office/Section :		PR No. 01-0151-2021-06-0168	Date: 25 June 2021		
EUMB-AFETD		Responsibility Center Code : 09-001-00-00000-18-02-01			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	bottle	EPSON L5190, Black Ink Bottle 003	40	1,050.00	42,000.00
	bottle	EPSON L5190, Cyan Ink Bottle 003	25	950.00	23,750.00
	bottle	EPSON L5190, Magenta Ink Bottle 003	25	950.00	23,750.00
	bottle	EPSON L5190, Yellow Ink Bottle 003	25	950.00	23,750.00
	cart	EPSON T188 (Black) DuraBrite Ultra Ink	34	2,700.00	91,800.00
	cart	EPSON T188 (Cyan) DuraBrite Ultra Ink	25	2,000.00	50,000.00
	cart	EPSON T188 (Magenta) DuraBrite Ultra Ink	25	2,000.00	50,000.00
	cart	EPSON T188 (Yellow) DuraBrite Ultra Ink	25	2,000.00	50,000.00
	cart	TONER CART, HP 83A Black Original Laser Jet Toner Cart (CF283A) for laser jet pro MFP	5	4,000.00	20,000.00
	cart	HP 975A or HP 975X Black Original PageWide	5	6,700.00	33,500.00
	cart	HP 975A or HP 975X Cyan Original PageWide	5	6,400.00	32,000.00
	cart	HP 975A or HP 975X Yellow Original PageWide	5	6,400.00	32,000.00
	cart	HP 975A or HP 975X Magenta Original PageWide	5	6,400.00	32,000.00
	cart	TONER CART, Epson AL-C500DN Std Capacity, Black- C13S050663	10	9,500.00	95,000.00
			TOTAL:		599,550.00

TITLE OF PROCUREMENT/PURPOSE:

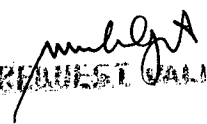
FY2021 ICT Supplies under the Locally Funded Projects (Outside PS)

<p>REQUESTED BY:</p> <div style="text-align: center;">  Jorge Vincent R. Bitoon <small>Sr. SRS, AFETD</small> </div> <div style="text-align: center; margin-top: 10px;"> <u>09 July 2021</u> Date </div>	<table style="width: 100%;"> <tr> <td style="width: 50%;">TOTAL AMOUNT</td> <td style="width: 50%;">APPROPRIATIONS AVAILABLE</td> </tr> <tr> <td style="text-align: center;"> <u>599,550.00</u> </td> <td style="text-align: center;">  ELISA B. MORALES <small>Chief, Budget Division</small> </td> </tr> </table>	TOTAL AMOUNT	APPROPRIATIONS AVAILABLE	<u>599,550.00</u>	 ELISA B. MORALES <small>Chief, Budget Division</small>
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<u>599,550.00</u>	 ELISA B. MORALES <small>Chief, Budget Division</small>				
<p>RECOMMENDED BY:</p> <div style="text-align: center;">  LOURDES MARIA A. CAPRICHIO <small>Division Chief, AFETD</small> </div> <div style="text-align: center; margin-top: 10px;"> <u>12 July 2021</u> Date </div> <p style="font-size: small;">(Signatory as per DO No. 2017-06-0008)</p>	<p>APPROVED BY:</p> <div style="text-align: center;">  PATRICK T. AQUINO, CESO III <small>Director IV, EUMB</small> </div> <div style="text-align: center; margin-top: 10px;"> _____ Date </div> <p style="font-size: small;">(Signatory as per DO No. 2017-06-0008)</p>				

PMD: Fed / IMR/JPC/ASC

PMD Procurement Code:

01-Goods; 02-Services; 03-Consulting Services; 04-Infrastructure


REQUEST VALUED AT
599,550.00

ALTERNATIVE FUEL AND ENERGY TECHNOLOGY DIVISION (AFETD)

No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
1	bottle	EPSON L5190, Black Ink Bottle 003	40	1,050.00	42,000.00
2	bottle	EPSON L5190, Cyan Ink Bottle 003	25	950.00	23,750.00
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13	cart	HP 975A or HP 975X Magenta Original PageWide	5	6,400.00	32,000.00
14	cart	TONER CART, Epson AL-C500DN Std Capacity, Black- C13S050663	10	9,500.00	95,000.00
				TOTAL:	599,550.00

TERMS OF REFERENCE

- Bids shall be on a per item basis
- The price quoted shall not be subject to any changes.
- Delivery Terms:**
 - 1st batch - For items under No. 1 – 8, 50% of the quantity shall be delivered within 30 days upon receipt of the approved Purchase Order (PO).
 - 2nd batch - The remaining 50% of the total quantity of the items shall be delivered after 30 days but within 90 days upon receipt of the approved Purchase Order (PO) to maintain the freshness of the inks.
- Payment Terms:**
 - 1st batch – Net 60 calendar days upon submission of the original P.O. and Invoice to DOE's Accounting Division and issuance of Certificate of Acceptance from the end user.
 - 2nd batch - Net 60 calendar days upon submission of original P.O. and Invoice to DOE's Accounting Division and issuance of Certificate of Acceptance from the end user.
- Warranty of Items as prescribed by the supplier.
- Total bid Price is inclusive of cost duties and taxes


Prepared by:

Recommended by:

Approved by:


Michelle Anne V. Yatco
Admin. Assistant III


Lourdes Maria A. Capricho
Chief, AFETD


Patrick T. Aquino, CESO III
Director, EUMB

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]