

PURCHASE REQUEST

Entity Name: DEPARTMENT OF ENERGY

Fund Cluster: 01

Division/Office:		PR No. 01-0101-2021-10-0305	Date:	29/10/2021	
ITMS-ISD		Responsibility Center Code : DOE-WIDE NECM			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost (Php)	Total Cost
	roll	High Gloss Photo Paper (36 inches x 100 mtrs)	1	9,500.00	9,500.00
	roll	Bright White Paper (36 inches x 100 mtrs)	2	3,200.00	6,400.00
	pc	C13T692100 I/C for SC-T3070/5070/7070 (110ml), Photo Black	1	3,850.00	3,850.00
	pc	C13T692200 I/C for SC-T3070/5070/7070 (110ml), Cyan	1	3,850.00	3,850.00
	pc	C13T692300 I/C for SC-T3070/5070/7070 (110ml), Magenta	1	3,850.00	3,850.00
	pc	C13T692400 I/C for SC-T3070/5070/7070 (110ml), Yellow	1	3,850.00	3,850.00
	pc	C13T692500 I/C for SC-T3070/5070/7070 (110ml), Matte Black	1	3,850.00	3,850.00
	pc	C13T619300 Maintenance Tank	2	3,850.00	7,700.00
	roll	UTP Indoor Cable CAT6 4pair #24AWG Solid Bare Copper 1000ft/305mtrs	1	10,500.00	10,500.00
	roll	UTP Outdoor Cable CAT6 4pair #24AWG Solid Bare Copper 1000ft/305mtrs	1	18,000.00	18,000.00
	pck	Specialty Paper (A4 Size/White) 10 sheets/pack	50	160.00	8,000.00
	pck	Sticker Paper (A4 Size) 10 sheets/pack	50	180.00	9,000.00
	roll	Double Adhesive (1/2 inch) (48mmx5m)	10	100.00	1,000.00
	roll	Double Adhesive (1 inch) (48mmx5m)	10	120.00	1,200.00
	roll	Ducktape (48mmx9m)	3	250.00	750.00
	pc	BACKDROP (278.5"X101") Material : Power Tarpaulin/ Standard Tarpaulin Print : High Resolution Printing Finish : With eyelet every two feet or standard range One-inch provision seaming all-around	3	9,300.00	27,900.00
	pc	STREAMER (70"X120") Material : Power Tarpaulin/ Standard Tarpaulin Print : High Resolution Printing Finish : With eyelet every two feet or standard range One-inch provision seaming all-around	6	3,300.00	19,800.00
			TOTAL		139,000.00

TITLE OF PROCUREMENT/PURPOSE:

Budget for the Supplies/Materials and Rental of Equipment to be used in the 2021 National Energy Consciousness Month Activities

**AWARD OF CONTRACT *SUBJECT TO APPROVAL OF NECA ACTIVITIES*

<p>REQUESTED BY:</p> <div style="text-align: center;">  ENGR. PAUL C. DRAPETE CHIEF, ITMS-ISD </div> <p style="text-align: center;">DATE _____</p> <p style="font-size: small;">(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</p>	<p>FUNDING FOR CONTRACTED-OUT REPAIR/SERVICES/PROJECT:</p> <p>ESTIMATED AMOUNT: 139,000.00</p> <p>ALLOCATED PROVIDED:</p> <div style="text-align: center;">  RYAN S. DOMASIS OIC CAO BUDGET DIVISION </div>
<p>RECOMMENDED BY:</p> <div style="text-align: center;">  HERMINIO A. ARIOLA, CESO IV DIRECTOR, ITMS </div> <p style="text-align: center;">DATE _____</p> <p style="font-size: small;">(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</p>	<p>APPROVED BY:</p> <div style="text-align: center;">  USEC ALEXANDER S. LOPEZ CHAIR, NECA 2021 </div> <p style="text-align: center;">DATE _____</p> <p style="font-size: small;">(Signatory as per DO No. 2017-06-0008, Please indicate Name, and Position)</p>

PMD: FGD/ IMR/ JIC/ ASC

PMD Procurement Code:

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

PURCHASE REQUEST

Entity Name: DEPARTMENT OF ENERGY

Fund Cluster: 01

Division/Office: PR No. 02-0101-2021-10-0306 Date: 29/10/2021

ITMS-ISD Responsibility Center Code : DOE-WIDE NECM

Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost (Php)	Total Cost
	1 LOT	2 Sets Clearview LED WALL 9ft x 12ft (indoor/outdoor) Display Size: <ul style="list-style-type: none"> • 40 Total Cabinets • Slim Type • Dot Pitch - P3mm Inclusive of: <ul style="list-style-type: none"> • PC_Desktop with Complete Accessories (For Playback) • LED Video Processor • Power Cable for LED • Switcher • Cables and Connectors • Platform (4ft. Or 6ft.) 	3 Days	58,000.00	174,000.00
	1 LOT	Lights & Audio Equipment: <ul style="list-style-type: none"> • 8 units audio-center array speaker • 2 units audio-center subwoofer speaker • 1 rack unit processor • 2 laptop playback • 4 units wireless microphone • 2 units wired microphone • 4 units mic stand • 1 yamaha mixer • 6 units light stand • 1 unit smoke machine • 28 units RGBW Led lights • 4 units moving heads • 1 unit avolites light controller • 1 power distro • 1 lot connection cable • 1 lot extensions & power cable 	3 days	75,000.00	225,000.00
	1 LOT	2-Camera Video Production and Live Streaming 2 unit PTZ HD Camera with tripod stand 1 units PTZ Camera Controller 1 unit 6 Channel HD Portable Streaming Studio Mixer with recording capability (USB) 1 unit Laptop with HD Video Capture Device 1 set External Audio PC Sound Card 1 set Audio Mixer 1 lot Interconnecting Audio, Video and Power Cables 1 lot Technical Services – Delivery, Set-up, Technical Assistance/Operation, Set-down	3 days	55,000.00	165,000.00
			TOTAL		564,000.00

TITLE OF PROCUREMENT/PURPOSE:
 Budget for the Supplies/Materials and Rental of Equipment to be used in the 2021 National Energy Consciousness Month Activities
AWARD OF CONTRACT SUBJECT TO APPROVAL OF NECM ACTIVITIES

REQUESTED BY: <div style="text-align: center;">  ENGR. RAUL C. DRAPETE CHIEF, ITMS-ISD _____ <small>(Signatory as per DO No. 2017-06-0008. Please indicate Name, and Position)</small> </div>	FUNDING FOR CONTRACTED-OUT REPAIR/SERVICES/PROJECT: ESTIMATED AMOUNT: <u>564,000.00</u> ALLOCATED PROVIDED:  <div style="text-align: center;"> RYAN S. DOMASIG OIC CAO BUDGET DIVISION _____ <small>(Signatory as per DO No. 2017-06-0008. Please indicate Name, and Position)</small> </div>
RECOMMENDED BY: <div style="text-align: center;">  HERMINIO A. ARIOLA, CESO IV DIRECTOR, ITMS _____ <small>(Signatory as per DO No. 2017-06-0008. Please indicate Name, and Position)</small> </div>	APPROVED BY: <div style="text-align: center;">  USEC ALEXANDER S. LOPEZ CHAIR, NECM 2021 _____ <small>(Signatory as per DO No. 2017-06-0008. Please indicate Name, and Position)</small> </div>

PMD: FGD/ IMR/ JC/ ASC

PMD Procurement Code:
 01-Goods; 02-Services; 03-Consulting Services; 04-Infrastructure;
 05-Capital Outlay

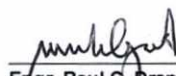
TERMS OF REFERENCE

Supplies/Materials to be used in the 2021 National Energy Consciousness Month Activities
(ABC Php139,000.00)

Quantity	Unit	Item Description	ABC
1	roll	High Gloss Photo Paper (36 inches x 100 mtrs)	9,500.00
2	roll	Bright White Paper (36 inches x 100 mtrs)	3,200.00
1	lot	Ink for SC-T3070/5070/7070 a. C13T692100 I/C (110ml), Photo Black (1 pc) b. C13T692200 I/C (110ml), Cyan (1 pc) c. C13T692300 I/C (110ml), Magenta (1 pc) d. C13T692400 I/C (110ml), Yellow (1 pc) e. C13T692500 I/C (110ml), Matte Black (1 pc)	19,250.00
2	pc	C13T619300 Maintenance Tank	3,850.00
1	roll	UTP Indoor Cable CAT6 4pair #24AWG Solid Bare Copper 1000ft/305mtrs	10,500.00
1	roll	UTP Outdoor Cable CAT6 4pair #24AWG Solid Bare Copper 1000ft/305mtrs	18,000.00
50	pck	Specialty Paper (A4 Size/White) 10 sheets/pack	160.00
50	pck	Sticker Paper (A4 Size) 10 sheets/pack	180.00
10	roll	Double Adhesive (1/2 inch) (48mmx5m)	100.00
10	roll	Double Adhesive (1 inch) (48mmx5m)	120.00
3	roll	Duct tape (48mmx9m)	250.00
3	pc	BACKDROP (278.5"X101") Material : Power Tarpaulin/ Standard Tarpaulin Print : High Resolution Printing Finish : With eyelet every two feet or standard range One-inch provision seaming all-around	9,300.00
6	pc	STREAMER (70"X120") Material : Power Tarpaulin/ Standard Tarpaulin Print : High Resolution Printing Finish : With eyelet every two feet or standard range One-inch provision seaming all-around	3,300.00

1. The prices quoted shall not be subject to any change
2. Delivery Terms: 30 calendar days upon receipt of approved Purchase Order (PO)
3. Payment Terms: Send bill
4. Per Item Basis
5. Total Quotation Price is inclusive of cost of duties and taxes

Recommended by:


Engr. Raul C. Drapete
Chief, ITMS-ISD

Approved by:


Herminio A. Ariola, CESO IV
Director, ITMS

TERMS OF REFERENCE

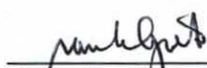
Rental of Equipment to be used in the 2021 National Energy Consciousness Month Activities
(ABC Php 564,000.00)

Description	Unit	Quantity
2 Sets Clearview LED WALL 9ft x 12ft (indoor/outdoor) Display Size: <ul style="list-style-type: none"> Cabinet Type Slim Type Dot Pitch - P3mm Inclusive of: <ul style="list-style-type: none"> PC Desktop with Playback Accessories LED Video Processor Power Cable for LED Switcher Cables and Connectors LED Wall Platform (4ft. Or 6ft.) 	1 lot	3 days
(Lights & Audio Equipment: <ul style="list-style-type: none"> 8 units audio-center array speaker 2 units audio-center subwoofer speaker 1 unit processor with rack 2 laptops for playback 4 units wireless microphone 2 units wired microphone 4 units mic stand 1 Audio mixer 6 units light stand 1 unit smoke machine with consumables 28 units RGBW Led lights 4 units moving heads for lights 1 unit avolites light controller 1 power distribution panel 1 lot connection cable 1 lot extenosins & power cable 	1 lot	3 days
2-Camera Video Production and Live Streaming 2 units PTZ HD Camera with tripod stand 1 unit PTZ Camera Controller 1 unit 6 Channel HD Portable Streaming Studio Mixer with recording capability (USB) 1 unit Laptop with HD Video Capture Device 1 set External Audio PC Sound Card 1 set Audio Mixer	1 lot	3 days

Other Terms:

- Ingress 1 day before the event (indoor/outdoor set-up)
- 1 lot Interconnecting Audio, Video and Power Cables
- 1 lot Technical Services – Delivery, Set-up, Technical Assistance/Operation, Set-down
- The procurement is considered one (1) lot, bidders should submit proposal for the lot
- Award will be based on total cost for all the lot.
- Payment will be based on actual services on a per day basis.
- Total Quotation Price is inclusive of cost of duties and taxes

Recommended by:


Engr. Raul G. Drapete
 Chief, ITMS-ISD

Approved by:


Herminio A. Ariola, CESO IV
 Director, ITMS

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]