

**NOTICE FOR NEGOTIATED PROCUREMENT**  
(Negotiated Procurement Due to Two-Failed Biddings)

**PROCUREMENT OF HYPER-CONVERGED INFRASTRUCTURE  
FOR THE DSWD-DRMB'S FAMILY ACCESS CARD  
FOR EMERGENCY**  
— DSWD NNP No. 19-TFB-004 —  
(PR No. 2018072510)

1. The **Department of Social Welfare and Development (DSWD)**, through the **Information and Communications Technology Management Service (ICTMS) – Capital Outlay (CO) 2018 Continuing Appropriations Funds**, intends to apply the sum of **Five Million Pesos (PhP 5,000,000.00)**, being the Approved Budget for the Contract (ABC) to payments under the contract for the **Procurement of Hyper-Converged Infrastructure for the DSWD-Disaster Response Management Bureau's (DRMB) Family Access Card for Emergency**.
2. The DSWD now invites technically, legally, and financially capable suppliers for the above-mentioned goods. *(Please refer to the Annexes for the submission of documents.)*
3. The procurement procedure that will be adopted is Negotiated Procurement considering that there has been two failure of biddings pursuant to Section 53.1 of the 2016 Revised Implementing Rules and Regulations (IRR) of Republic Act 9184 (R.A. 9184), otherwise known as the Government Procurement Reform Act (GPRA).

The procurement is restricted to Filipino citizens/sole proprietorships, organizations with at least sixty percent (60%) interest or outstanding capital stock belonging to citizens of the Philippines, and to citizens or organizations of a country the laws or regulations of which grant similar rights or privileges to Filipino citizens, pursuant to R.A. 5183.

The Bids and Awards Committee (BAC) will engage in negotiation with a sufficient number of service providers to ensure effective competition. **The selection of the successful offers shall be based on the best and final offer that will be submitted on a specified date, which could meet the DSWD's minimum technical requirements and does not exceed the ABC.**

4. Interested Service Providers may obtain further information from the **BAC Secretariat** at the address given below from Monday to Friday at 8:00 am to 5:00 pm.
5. The deadline for the submission of quotations/proposals is on **28 August 2019, 09:00 a.m.** which shall be delivered at the **BAC Secretariat Office, Ground Floor, DSWD Central Office, IBP Road, Constitution Hills, Quezon City. Late quotations/proposals shall not be accepted.**

6. The opening of quotations/proposals shall be on **28 August 2019, 01:30 p.m.**, to be held at the **Social Technology Bureau (STB) Conference Room, 3<sup>rd</sup> Floor Matapat Building, DSWD Central Office, IBP Road, Constitution Hills, Quezon City.**
7. The DSWD reserves the right to accept or reject any proposal and to annul the procurement process at any time prior to contract award, without thereby incurring any liability to the affected suppliers.

**THE CHAIRPERSON**

DSWD Bids and Awards Committee  
c/o BAC Secretariat  
Ground Floor, DSWD Central Office  
IBP Road, Constitution Hills, Quezon City  
Fax No. (02) 951-7116  
Telephone Nos. (02) 931-8101 to 07 Local 123

*(Original Signed)*

**FELICISIMO C. BUDIONGAN**

Undersecretary and

Bids and Awards Committee Chairperson

# Schedule of Requirements

## Procurement of Hyper-Converged Infrastructure for the DSWD-DRMB's Family Access Card for Emergency

Particulars	Components	Quantity
Procurement of Hyper-Converged Infrastructure for the DSWD-DRMB's Family Access Card for Emergency	1. Chassis 2. Server 3. SDS software 4. Hypervisor	One (1) Lot

### Delivery Period:

- Complete delivery of goods must be made within thirty (30) working days upon receipt of Notice to Proceed (NTP).

### Terms of Payment:

- One-time payment which shall be made within fifteen (15) to thirty (30) calendar days upon successful installation and testing, End-user acceptance and completion of all supporting documents (e.g. inspection reports, delivery receipts, etc.)

### Delivery Site\*:

DSWD Central Office, IBP Road, Batasan Complex, Constitution Hills, Quezon City

### c/o MS. GENIELA I. SOLEDAD

Property, Supply and Accountability Management Division  
Administrative Service

*\* in coordination with Procurement Management Service-Contract Monitoring Division and Information and Communications Technology Management Service*

Name of Bidder: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

**\*\*\*THIS DOCUMENT MUST BE ATTACHED TO THE  
TECHNICAL SPECIFICATIONS\*\*\***

# Technical Specifications

## Supply and Delivery of Weighing Scales and Wooden Height Boards for DSWD-BangUN Project

DSWD Specifications	Bidder’s Specifications <sup>1</sup>
<p><b>Procurement of Hyper-converged Infrastructure for the DSWD-DRMB’s Family Access Card for Emergency</b></p> <ol style="list-style-type: none"> <li>1. Must be hyper-converged infrastructure which has independent distributed storage software and does not require an independent fibre channel (FC) storage area network (SAN) or IP SAN</li> <li>2. Must include all the necessary software licenses</li> <li>3. Support at least two hypervisors including but not limited to KVM and vSphere with the following features:               <ol style="list-style-type: none"> <li>3.1. Supporting VM operations with the following requirements:                   <ol style="list-style-type: none"> <li>3.1.1. Power on/off/recycle</li> <li>3.1.2. Graceful reboot/shutdown</li> <li>3.1.3. Non-disruptive migration to other nodes in cluster (Live Migration, vMotion, etc.)</li> <li>3.1.4. Remote console</li> <li>3.1.5. Online resources adjustment</li> </ol> </li> </ol> </li> <li>4. Must comply with the following software defined storage capabilities:</li> </ol>	<p>Brand: Model: Detailed Specifications:</p>

<sup>1</sup> IMPORTANT NOTE: Detailed specifications must be provided. Statements of “Comply” or “Not Comply” must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer’s un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidders statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution.

- 4.1. support cabinet-level redundancy which provide data reliability higher than the server level
- 4.2. support LUN-level IOPS and QoS configuration for bandwidth resources
- 4.3. support 56 Gbit/s or higher InfiniBand (IB) high-speed interconnection networks
- 4.4. Provide 2-copy data redundancy to allow one node fails without data loss. and support automatically reconstruct data when a disk or storage node is faulty.
- 4.5. The data reconstruction speed must meet the following requirements if there is no manual intervention:
  - 4.5.1. All-flash storage nodes: less than 15 minutes per TB
  - 4.5.2. NVMe SSD+HDD storage nodes: less than 30 minutes per TB
  - 4.5.3. Support large storage resource pools and allow resources within a pool to be fully shared. A single storage pool must contain at least 96 disks and supports more than 2000 disks
  - 4.5.4. Support hard disk fault detection and rectification, and can identify potential hard disk sector faults in advance and pre-rebuild data to eliminate potential risks
  - 4.5.5. All computing, network, storage, power supply, and fan components in the system must be in redundancy mode
  - 4.5.6. Support multiple storage resource pools in one cluster to provide storage performance at different levels
  - 4.5.7. Support the Data Integrity Field (DIF) function of the non-volatile memory express (NVMe) SSD cache to improve data reliability
  - 4.5.8. Support the subhealth check and alarm reporting functions of the NVMe SSD.

For example, alarms are reported when the temperature of the NVMe SSD is too high or the wear of the NVMe SSD is severe

5. Must provide a high-density server which supports a 4U with 4 nodes
  - 5.1. The server must include at least 4 units of x86 processor based nodes as compute and storage nodes with the following requirements per node:
    - 5.1.1. Must be at least 2 x Intel E5-2630 v4 or better with heat sink
    - 5.1.2. Must be at least 128GB (8 x 16GB RDIMM) 2400 MHz memory
    - 5.1.3. Must be at least 1 x 12Gbps RAID card which supports the bundled hard disk drives
    - 5.1.4. Must be at least 800GB SSD capacity or above using NVMe PCIe SSDs
    - 5.1.5. Must be at least 6 x 2TB 7.2K rpm NLSAS HDDs
    - 5.1.6. Must be at least 2 x 10Gb ports
    - 5.1.7. Supporting virtualization technology
6. The NVMe SSD must support power failure protection. NVMe SSDs must be enterprise-level SSDs. The lifespan of NVMe SSDs must be 3 DWPD for 5 years or longer
7. Must comply with the following SAN Storage specifications:
  - 7.1. Must have a raw capacity of at least 20 TB
  - 7.2. Must provide two SAN controllers which is active-active and support upgrade NAS functions without additional gateway
  - 7.3. Must support scale out to at least 8 controllers
  - 7.4. Must provide at least 128G cache

<p>7.5. Must provide 8 x 8G FC ports</p> <p>7.6. Must support 8G Fibre Channel, 1G iSCSI, 10G iSCSI, 10G FCoE ports, 16 G Fibre Channel ports, 56 G InfiniBand</p> <p>7.7. Must provide 12 Gbit/s SAS 3.0 back-end disk channel</p> <p>7.8. Must provide at least 18 x 1.8TB SAS Disk</p> <p>7.9. Should support RAID 0, 1, 3, 5, 6, 10, and 50</p> <p>7.10. The maximum number of supported disk slots should be at least 730</p> <p>7.11. Provide thin provisioning to allocate resource on demand, realize zero detection, and reclaim space that has been deleted to improve space utilization</p> <p>7.12. Must have Snapshots feature</p> <p>7.13. Must have a redundant power module, fan modules, controllers, and caches under the power failure protection</p> <p>7.14. Must be hot swappable disks, power modules, and I/O modules</p> <p>7.15. Must include graphical management software with comprehensive functions. Storage array and volume management software are included</p> <p>7.16. Services includes: hardware and software configuration (ready-use).</p>	
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Name of Bidder: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_

**Price Quotation/Proposal Form**

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Date: \_\_\_\_\_

DSWD NNP No: 19-TFB-004

**Procurement of Hyper-Converged Infrastructure for the DSWD-DRMB's Family Access Card for Emergency**

<b>Lot No.</b>	<b>Particulars</b>	<b>Quantity</b>	<b>Unit Price</b> <i>(in Phil Peso)</i>	<b>Total Price</b> <i>(in Phil Peso)</i>
1	Procurement of Hyper-Converged Infrastructure for the DSWD-DRMB's Family Access Card for Emergency	One (1) Lot		
<b>TOTAL CONTRACT PRICE</b>				

NOTE: In case of discrepancy between unit price and total price, the unit price will prevail. Total Contract Price is inclusive of all applicable taxes.

Name of Bidder: \_\_\_\_\_

Name of Authorized Representative: \_\_\_\_\_

Signature of Authorized Representative: \_\_\_\_\_

Date: \_\_\_\_\_



**For Goods Offered From Abroad**

Name of Bidder \_\_\_\_\_, Invitation to Bid Number \_\_\_\_.  
 Page \_\_\_\_\_ of \_\_\_\_.

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

\_\_\_\_\_

*[signature]*

\_\_\_\_\_

*[in the capacity of]*

Duly authorized to sign Bid for and on behalf of \_\_\_\_\_

**\*\*\*THIS DOCUMENT MUST BE ATTACHED TO THE PRICE QUOTATION/PROPOSAL FORM\*\*\***



## **OTHER REQUIREMENTS**

To ensure that DSWD negotiates contract with a technically, legally, and financially capable service provider, the prospective service provider must submit the following documents together with the Schedule of Requirements, Technical Specifications, Price Quotation/Proposal Form:

1. PhilGEPS Certificate of Registration (Platinum Membership), or the following Class “A” Eligibility Documents, to wit:
  - Registration certificate from the Securities and Exchange Commission (SEC), Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperatives, or any proof of such registration;
  - Valid mayor’s/business permit issued by the city or municipality where the principal place of business of the prospective bidder is located.
  - Audited Financial Statements (AFS), showing among others, the prospective bidder’s total and current assets and liabilities, stamped “RECEIVED” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year, which should not be earlier than two (2) years from the deadline for the submission of quotations;
  - Tax clearance per Executive Order 398, Series of 2005, as finally reviewed and approved by the BIR.<sup>2</sup>
2. Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid, within the last three (3) years (see *Annex “H”*).
3. Statement identifying the bidder’s single largest completed contract (SLCC) similar to the contract to be bid within three (3) years from the date of submission and receipt of quotations/proposals and equivalent to at least fifty percent (50%) of the ABC. (See *Annex “I”*).
4. Computation of the Net Financial Contracting Capacity (NFCC which must be at least equal to the ABC to be bid, calculated as follows:

NFCC = [(Current assets minus current liabilities) (15)] minus the value of all outstanding or uncompleted portions of the projects under ongoing contracts, including awarded contracts yet to be started, coinciding with the contract to be bid.

The values of the domestic bidder’s current assets and current liabilities shall be based on the latest Audited Financial Statements submitted to the BIR.

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<sup>2</sup> GPPB Resolution No. 21-2013.

If the prospective bidder opts to submit a committed Line of Credit, it must be at least equal to ten percent (10%) of the ABC to be bid. If issued by a foreign universal or commercial bank, it shall be confirmed or authenticated by a local universal or commercial bank.

5. If applicable, the Joint Venture Agreement (JVA) in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.
6. Bid Security<sup>3</sup>, in accordance to the following schedule (*choose what form of bid security*):

<b>Form of Bid Security</b>	<b>Amount of Bid Security</b> <i>(Not Less than the Percentage of the ABC)</i>
a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Two percent (2%) of ABC
b) Bank draft / guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a Foreign Bank.	
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Five percent (5%) of ABC
d) <b>Bid Securing Declaration</b> - is an undertaking which states, among others, that the bidder shall enter into contract with the procuring entity and furnish the required performance security within ten (10) calendar days, or less, from receipt of the Notice of Award, and committing to pay the corresponding fine and be suspended for a period of time from being qualified to participate in any government procurement activity in the event it violates any of the conditions stated therein as required in the guidelines issued by the GPPB. <sup>4</sup> ( <i>Annex E</i> )	

The bid security shall be valid for **one hundred twenty (120) calendar days**.

7. Sworn statement by the prospective bidder or its duly authorized representative in the form prescribed by the GPPB as to the following:
  - a. It is not "blacklisted" or barred from bidding by the GOP or any of its agencies, offices, corporations, or LGUs, including foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the GPPB;

<sup>3</sup> Should be denominated in Philippine Peso.

<sup>4</sup> GPPB Resolution No. 03-2012

- b. 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;
  - c. It is authorizing the Head of the Procuring Entity or his duly authorized representative/s to verify all the documents submitted;
  - d. The signatory is the duly authorized representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or represent the prospective bidder in the bidding, with the duly notarized Secretary's certificate attesting to such fact if the prospective bidder is a corporation, partnership, cooperative, or joint venture;
  - e. It complies with the disclosure provision under Section 47 of the Act in relation to other provisions of R.A. 3019;
  - f. It complies with the responsibilities of a prospective or eligible bidder provided in the PBDs; and
  - g. It complies with existing labor laws and standards;
9. Best and Final Offer upon request by the BAC on a specified date on the Technical and Financial Requirements;
10. Post Qualification - The BAC shall determine to its satisfaction whether the Supplier that is evaluated as having submitted the Lowest/Single Calculated Quotation complies with and is responsive to all the requirements and conditions specified. Within a non-extendible period of five (5) calendar days from receipt by the bidder of the notice from the BAC that it submitted the Lowest/Single Calculated Quotation, the Supplier shall submit the following documents, to wit:
- Latest income tax returns (ITR) are those covering the immediately preceding year while latest business tax returns (BTR) are those filed within the last six (6) months preceding the date of bid submission; and
  - Certificate of PhilGEPS Registration (Platinum Membership), if not submitted during opening of quotations.
11. Performance security within a maximum period of ten (10) calendar days **from the receipt of the Notice of Award** from the Procuring Entity and in no case later than the signing of the contract.

Form of Performance Security	Amount of Performance Security <i>(Equal to Percentage of the Total Contract Price)</i>
(b) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five percent (5%)

(c) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
(d) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or	Thirty percent (30%)

**BID-SECURING DECLARATION FORM**

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REPUBLIC OF THE PHILIPPINES  
CITY OF \_\_\_\_\_) S.S.

X-----X

**BID-SECURING DECLARATION**

**Notice for Negotiated Procurement:** *DSWD NNP No. 19-TFB-003*

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 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 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;
  - (c) I am/we declared as the bidder with the Lowest Calculated and Responsive Quotation/Highest Rated and Responsive Quotation, and I/we have furnished the performance security signed in 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'S AUTHORIZED  
REPRESENTATIVE]  
[Insert Signatory's Legal Capacity]  
Affiant*

**SUBSCRIBED AND SWORN** to before me this \_\_\_\_ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on

Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her [insert type of government identification card used], with his/her photograph and signature appearing thereon, with no. \_\_\_\_\_ and his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_ at \_\_\_\_\_.

Witness my hand and seal this \_\_\_\_ day of [month] [year].

**NAME OF NOTARY PUBLIC**

Serial No. of Commission \_\_\_\_\_

Notary Public for \_\_\_\_\_ until \_\_\_\_\_

Roll of Attorneys No. \_\_\_\_\_

PTR No. \_\_\_\_\_ [date issued], [place issued]

IBP No. \_\_\_\_\_ [date issued], [place issued]

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_



OMNIBUS SWORN STATEMENT

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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 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 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 for [Name of the Project] of the [Name of the Procuring Entity];

*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 and/or to represent the [Name of Bidder] in the bidding 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. **Select one, delete the rest:**

*If a sole proprietorship:* 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;

*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 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 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<sup>5</sup>.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_ day of \_\_, 20\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

\_\_\_\_\_  
<sup>5</sup> GPPB Resolution No. 22-2013.

*NOTE: Use this template for the required “Certification from the Insurance Commission”, which shall accompany surety bonds issued for purposes of Bid Security and Performance Security.*

[Insurance Commission Letterhead]

### **CERTIFICATION**

This is to certify that [insert Name of Insurance Company] is an authorized insurance company and licensed to transact general insurance business in the Philippines for such lines as Fire, Marine, Casualty and Surety under [insert Certificate of Authority Number ] effective [insert date of period of effectivity], unless sooner revoked or suspended for cause.

It is certified, moreover, that [insert Name of Insurance Company] is likewise authorized under Administrative Order No. 30 to underwrite and issue Performance Bonds, Bidder’s Bonds, and Surety Bonds, callable on demand in favor of the various agencies and instrumentalities of the government pursuant to the Revised Implementing Rules of RA.9184.

It is further certified that [insert Name of Insurance Company] issued a surety bond under [insert Bond No.] to [insert Name of Service Provider or Supplier] in favor of **Department of Social Welfare and Development** in the amount of [insert amount] for the [insert Name of the Project].

This certification is issued upon the request of [insert Name of the Authorized Representative] of [insert Name of Insurance Company], pursuant to Section 39.2( c ) of the Revised Implementing Rules and Regulations of RA9184.

Issued on the [insert date] in [insert Place].

For the Insurance Commissioner

[insert name of Authorized Representative]

[insert Position and Office]

*Paid under*[insert Official Receipt No.]

**Statement of All On-Going Government and Private Contracts, Including Contracts Awarded but Not Yet Started, Whether Similar or Not Similar in Nature and Complexity to the Contract to be Bid**

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

A. Government

Nature of Contract (Project Title)	a. Owner's Name	Project Cost	Bidder's Role		a. Date Awarded	% of Accomplishment		Value of Outstanding Works (Undelivered Portion)
	b. Address		Description	%	b. Date Started	Planned	Actual	
	c. Contact Nos.				c. Target Date of Completion			
1.	a.				a.			
	b.				b.			
	c.				c.			
2.	a.				a.			
	b.				b.			
	c.				c.			

B. Private

Nature of Contract (Project Title)	a. Owner's Name	Project Cost (ABC)	Bidder's Role		a. Date Awarded	% of Accomplishment		Value of Outstanding Works (Undelivered Portion)
	b. Address		Description	%	b. Date Started	Planned	Actual	
	c. Contact Nos.				c. Target of Date Completion			
1.	a.				a.			
	b.				b.			
	c.				c.			
2.	a.				a.			
	b.				b.			
	c.				c.			

*Note: The following documents must be available upon request of the Bids and Award Committee (BAC) or designated Technical Working Group (TWG) during Post-Qualification to support this statement: (a) Notice of Award and/or Contract or Purchase Order, (b) Notice to Proceed and/or Official Receipts and (c) Certificate of Acceptance/Completion*

**Statement of Single Largest Completed Contract (SLCC) Similar to the Contract to be Bid**

Business Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Nature of Contract (Project Title)	a. Owner's Name	Project Cost	Bidder's Role		a. Date Awarded
	b. Address				b. Date Started
	c. Contact Nos.		Description	%	c. Date Completed
	a.				a.
	b.				b.
	c.				c.

*Note: The following documents must be attached to support this statement: (a) Notice of Award and/or Contract or Purchase Order, (b) Notice to Proceed and/or Official Receipts and (c) Certificate of Acceptance/Completion*

## Contract Agreement Form

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### CONTRACT

KNOW ALL MEN BY THESE PRESENTS:

The **DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT**, a government agency with principal office address at IBP Road, Batasan Pambansa Complex, Constitution Hills, Quezon City, Metro Manila, represented by [*Secretary/ ExeCom/ ManCom*] (hereinafter called the "PROCURING ENTITY");

-and-

[*Name of Supplier*], a [sole proprietorship/corporation] with principal business address at [*Complete address of Supplier*] represented herein by its Authorized Representative [*Name of Authorized Representative*] (hereinafter called the "SUPPLIER");

WHEREAS, the Procuring Entity through Negotiated Procurement Two Failed Biddings invited Supplier's for certain goods and ancillary services, specifically, [*brief description of goods and services*] (*[DSWD NNP No.]*), where [no. of Supplier(s)] Supplier(s) submitted its/their quotation/proposal(s), and after deliberation of the Bids and Awards Committee (BAC), has accepted the Quotation of the Supplier being the Single/Lowest Calculated and Responsive Quotation (S/LCRQ), with the total contract price of [*contract price in words and figures*] (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents shall be deemed to form and be read and construed as part of this Agreement, namely:
  - (a) the Bid Form and the Price Proposal Form/Schedule submitted by the Bidder;
  - (b) the Schedule of Requirements;
  - (c) the Technical Specifications;
  - (d) the General Conditions of Contract;
  - (e) the Special Conditions of Contract;
  - (f) the Supplemental/Bid Bulletins (if applicable);
  - (g) the Joint Venture Agreement (if applicable); and
  - (g) the Entity's Notification of Award;
3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.

4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

IN WITNESS whereof the parties signed this Contract in Quezon City, Philippines on the \_\_\_\_ day of \_\_\_\_\_ 20\_\_.

FOR THE PROCURING ENTITY

FOR THE SUPPLIER

By

\_\_\_\_\_

\_\_\_\_\_

Authorized Representative

-Witnesses-

\_\_\_\_\_

\_\_\_\_\_

Certified Funds Available:

\_\_\_\_\_  
Chief, Accounting Division (AD)

Republic of the Philippines)  
\_\_\_\_\_ ) S.S.

BEFORE ME, a Notary Public for and in Quezon City, on this \_\_\_\_ day of \_\_\_\_\_  
20\_\_ personally appeared the following with their respective proof of Identification;

_____	ID Type/No.	:	_____
	Place Issued	:	_____
	Date Issued	:	_____
_____	ID Type/No.	:	_____
	Place Issued	:	_____
	Date Issued	:	_____

Both known to me to be the same people who executed the foregoing instrument and *who* acknowledge to me that the same is their own free will and voluntary act and deed.

This agreement consisting of three (3) pages signed by the parties and their instrumental witnesses in all pages refer to an AGREEMENT for the *[brief description of goods and services]* (*[DSWD NNP No.]*) by the SUPPLIER.

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

NOTARY PUBLIC

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Book No. \_\_\_\_\_  
Series of 20 \_\_\_\_\_