



Republic of the Philippines
DEPARTMENT OF AGRARIAN REFORM – CAR
55 Bokawkan Rd., Cor. Easter Rd., Baguio City.

NEGOTIATED PROCUREMENT

PURCHASE OF MOTOR VEHICLE (PICK-UP)

January 2020



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRARIAN REFORM
Cordillera Administrative Region
Baguio City

Tunay na Pagbabago sa Repormang Agraryo

INVITATION FOR NEGOTIATED PROCUREMENT DUE TO TWO-FAILED BIDDINGS

PURCHASE OF MOTOR VEHICLE (PICK-UP)

1. The **Department of Agrarian Reform-Cordillera Administrative Region (DAR-CAR) Regional Office** intends to procure one (1) Motor Vehicle (Pick-up) with approved Budget for the Contract (ABC) of **One Million Seven Hundred Thousand Pesos (Php 1,700,000.00)**.
2. The DAR-CAR, through its Bids and Awards Committee (BAC), now invites technically, legally, and financially capable suppliers for the said motor vehicle.
3. The procurement procedure for this requirement is Negotiated Procurement pursuant to Section 53.1 of the Revised Implementing Rules and Regulations (IRR) of the Republic Act (R.A.) No. 9184, otherwise known as the “Government Procurement Reform Act”, including Annex H thereof.
4. Interested Bidders may obtain further information from the BAC Secretariat at the address given below from January 27, 2020 to February 10, 2020, Monday to Friday, at 8:00 AM to 5:00 PM.
5. The Schedule of bidding activities is herein stated below:

Activities	Schedule	Venue
1. Issuance and availability of Negotiation Documents	January 27 to February 10, 2020 (8:00 AM to 5:00 PM)	DAR-CAR, # 55 Bokawkan Rd., Cor., Easter Rd., Baguio City
2. Conduct of pre-bid conference	February 03, 2020(2:00 PM)	
3. Deadline for Submission of Negotiation Documents (Proposal)	February 13, 2020(5:00 PM)	
4. Opening of Negotiation Documents (Proposal)	February 14, 2020 (2:00 PM)	

6. Interested bidders shall submit the following documents in sealed envelopes, labeled as “Negotiated Documents”, with the title of the procurement project, name of the bidder, address of the bidder, and contact details of the bidder, addressed to the undersigned:

ELIGIBILITY DOCUMENTS:

Class “A” Documents:

- a) PhilGEPS Certificate of Registration with Annex A or Class “A” eligibility documents:
 - Registration Certificate (DTI Certificate or SEC Certificate)
 - Current and Valid Mayor’s/Business Permit
 - Tax Clearance per Executive Order No. 398, series of 2005, as finally reviewed and approved
- b) Statement of all ongoing government and private contracts, including contracts awarded but not yet started, if any, (**Annex I**);
- c) Statement of Completed Single Largest Contract, which is similar in nature, within two (2) years from the date of submission and receipt of bids (**Annex II**). Any of the following documents must be submitted corresponding to listed contracts per submitted Annex II:
 - Copy of End User’s Acceptance;
 - Official Receipts;
 - Sales Invoice
- d) Compliance with Schedule of Requirement (**Annex III**);
- e) Compliance with Technical Specifications (**Annex IV**);
- f) Omnibus Sworn Statement using the form prescribed (**Annex V**);
- g) Compliance with Technical Bid Form (**Annex VI**);
- h) Bid Securing Declaration in any of the following forms:
 - Cash or cashier’s/manager’s check, bank draft/guarantee or irrevocable letter of credit, issued by a Universal or Commercial Bank (2% of the ABC); or
 - Surety bond (5% of the ABC) with a Certificate from the Insurance Commission;
 - or
 - Bid Securing Declaration (**Annex VII**);
- i) Duly signed Net Financial Contracting Capacity Computation (NFCC);
- j) Authority of the Signatory;
- k) Completed and signed Financial Proposal Form (**Annex VIII**);
- l) Completed and signed Detailed Financial Breakdown (**Annex IX**)

For any clarification, you may contact BAC Secretariat at telephone no. 445-4016/422-7416.

ATTY. CHRISTINE MONTES PUL-OC
Chairperson, BAC

TERMS AND CONDITIONS:

1. The official Request for Quotation must be duly signed by the bidder or by the authorized representative. All entries must be typewritten or must be eligible, if handwritten.
2. The attached Technical Specifications shall be an integral part of the terms and conditions of the contract.
3. Bidders shall provide correct and accurate information required in this form including the Technical Data Sheet or Brochure.
4. Price quotation/s must be valid for a period of One Hundred Twenty (120) calendar days from the date of submission.
5. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levels payable.
6. Quotations exceeding the Approved Budget for the Contract shall be rejected.
7. Award of contract shall be made to the quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
8. Offer may be accepted immediately or after some negotiations by DAR-CAR Regional Office Bids and Awards Committee.
9. Any alterations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
10. The DAR-CAR Regional Office have the right to inspect and/or to test the goods and services to confirm their conformity to the technical specifications.



Annex I

STATEMENT OF: (I) ONGOING CONTRACTS AND (II) AWARDED BUT NOT YET STARTED CONTRACTS

This is to certify that (company) has the following ongoing and awarded but not yet started contracts within the last three (3) years until the date of submission and receipt of bids:

Name of Client	Name of the Contract	Date and Status of the Contract	Kind of Goods Sold	Amount of Contract	Value of Outstanding Contracts	Date of Delivery	Purchase Order Number/s or Date of Contract/s	Bidder is A) Manufacturer B) Supplier C) Distributor

CERTIFIED CORRECT:

Name of Signature of Authorized Representative

Date

Position

Instructions:

1. State all on-going contracts including those awarded but not yet started (Government and Private Contracts which may be similar or not similar to the project called for bidding as of the day before the deadline of submission of bids.
2. If there is NO on-going contract including awarded but not yet started as of the abovementioned period, state none or equivalent term.
3. The total amount of the ongoing but not yet started contracts should be consistent with those used in the Financial Contracting Capacity (NFCC).



Annex II

**STATEMENT OF SINGLE LARGEST COMPLETED CONTRACT SIMILAR TO
THE CONTRACT TO BID**

This is to certify that (company) has the following completed contract/s of similar nature within the last five (5) years until the date of submission and receipt of bids amounting to at least fifty percent (50%) of the approved budget for the contract (ABC):

Name of Client	Name of Contract	Date of the Contract	Kind of Goods Sold	Amount of Contract	Date of Delivery/Completion	Official Receipt No. & Date OR End-user's Acceptance Date	Bidder is A) Manufacturer B) Supplier C) Distributor

CERTIFIED CORRECT

Name of Signature of Authorized Representative

Date

Position

Instructions:

1. Cut Off date as of: (1) Up to the day before the deadline of submission of bids.
2. In the column under the "Dates", indicate the dates of delivery/End-User's Acceptance and Official Receipt No.
3. Name of Contract column, indicates the Nature/Scope of the Contract for the DAR-CAR to determine the relevance of the entry with the Procurement at hand.
4. Any of the following documents must be submitted corresponding to listed contracts per submitted Annex I-A:
 - Copy of End User's Acceptance;
 - Official Receipts;
 - Sales Invoice



Schedule of Requirements

The delivery schedule of Goods shall be completed within the period specified hereunder from the receipt of Notice to Proceed, inclusive of installation, if applicable. Delivery shall be made at the DAR-CAR Regional Office, #55 Bokawkan Rd., Cor. Easter Rd., Baguio City.

Lot No.	Description	Quantity	Port of Destination	Delivered, Weeks/Months
1	Motor Vehicle – Pick - Up	1	DAR-CAR Regional Office, #55 Bokawkan Rd., Cor. Easter Rd., Baguio City.	Delivered within Thirty (30) calendar from the receipt of the Notice to proceed

I hereby commit to comply and delivery all the above requirements in accordance with above-stated schedule.

Name of Company/Bidder

Signature over Printed Name of Authorized Representative

Date

DAR REGIONAL OFFICE
#55 Bokawkan Rd., Cor. Easter Rd., Baguio City

TELEFAX: (074)-445-4497
WEBSITE: www.dar.gov.ph



MOTOR VEHICLE Pick-Up

Technical Specifications

Statement of Compliance

Bidders must state here either “Comply” or “Not Comply” against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. 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.

Lot	Items/Minimum Specifications	Quantity	Complied	Not Complied
1	Displacement At least 1996cc Valve Train DOHC 16-valve Cylinder lay-out inline-4 Aspiration Turbo charged intercooled Fuel type diesel Maximum Power - At least 180/3500 (Ps/rpm) Maximum Torque - At least 420/2500 (N-m/rpm) Chassis 4 Doors Length - at least 5,354 mm Width - at least 1,860 mm Height - at least 1,821 mm Wheelbase - at least 3,220 mm Suspension Front suspension - double wishbone with coil spring Rear suspension - leaf spring or coil spring Front brakes - disc Rear breaks - drum Front wheels - at least 18" alloy Rear wheels - at least 18" alloy	1		

<p>Front tires - at least 265/60/R18 Rear tires - at least 265/60/R18 Safety Anti-lock braking system Electronic brake force distribution brake assist stability control traction control hill start assist driver airbag passenger airbag front curtain airbag</p> <p>With canopy With Dash cam (rear and front) Rain gutter Other accessories With 3-years LTO Registration With coverage Insurance</p>			
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Name of Company

Signature Over Printed Name
Of Authorized Representative

Date

DAR REGIONAL OFFICE
#55 Bokawkan Rd., Cor., Easter Rd., Baguio City

TELEFAX: (074)-445-4497
WEBSITE: www.dar.gov.ph

Omnibus Sworn Statement

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;

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 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.

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

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 _____

* This form will not apply for WB funded projects.



Annex VI
(page 1 of 3)

TECHNICAL BID FORM

INSTRUCTION TO THE SUPPLIER: Indicate “COMPLY” (per line number) under Bidder’s Statement of Compliance, if bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK, A”YES” or “NO” ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF “FAILED”

No.	Project Requirements	Bidder’s Statement of Compliance	BRAND	MODEL
1	Displacement At least 1996cc Valve Train DOHC 16-valve Cylinder lay-out inline-4 Aspiration Turbo charged intercooled Fuel type diesel Maximum Power - At least 180/3500 (Ps/rpm) Maximum Torque - At least 420/2500 (N-m/rpm) Chassis 4 Doors Length - at least 5,354 mm Width - at least 1,860 mm Height - at least 1,821 mm Wheelbase - at least 3,220 mm Suspension Front suspension - double wishbone with coil spring Rear suspension - leaf spring or coil spring Front brakes - disc Rear breaks - drum Front wheels - at least 18" alloy Rear wheels - at least 18" alloy Front tires - at least 265/60/R18 Rear tires - at least 265/60/R18 Safety Anti-lock braking system Electronic brake force distribution brake assist stability control traction control hill start assist driver airbag			

	passenger airbag front curtain airbag With canopy With Dash cam (rear and front) Rain gutter Other accessories With 3-years LTO Registration With coverage Insurance			
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BIDDER’S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within (10) calendar days from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, the Bid is binding to us.

Name of Company (in print)

Signature of Company Authorized Representative

Name and Designation (in print)

Date



TECHNICAL BID FORM

INSTRUCTION TO THE SUPPLIER: Indicate “COMPLY” (per line number) under Bidder’s Statement of Compliance, if bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK, A”YES” or “NO” ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF “FAILED”

No.	Other Requirements	Bidder’s Statement of Compliance
2	Bidder has no overdue deliveries or unperformed services intended for the DAR-CAR	
3	Bidder did not participate as consultant in the preparation of the design or technical specifications of the GOODS as subject of the bid	
4	Delivery Place and Distribution DAR-CAR Regional Office, #55 Bokawkan Rd., Cor. Easter Rd., Baguio City.	
5	Delivery Period Follow schedule as specified in Annex V	

BIDDER’S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within (10) calendar days from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, the Bid is binding to us.

Name of Company (in print)

Signature of Company Authorized Representative

Name and Designation (in print)

Date



TECHNICAL BID FORM

INSTRUCTION TO THE SUPPLIER: Indicate “COMPLY” (per line number) under Bidder’s Statement of Compliance, if bidder can meet the technical specifications and project requirements. DO NOT LEAVE ANY BLANK, A”YES” or “NO” ENTRY WILL NOT BE ACCEPTED. FAILURE TO CONFORM WILL RESULT IN A RATING OF “FAILED”

No.	Project Requirements If Awarded the Contract		Bidder’s Statement of Compliance
6	Operations and Maintenance Manual	To submit Operation and Maintenance Manual upon completion of the project (in CD and hard copy)	
7	Replacement of Defective Items	Replacement of defective items delivered within seven (7) calendar days from receipt of Notice of Defects from DAR-CAR must be provided while waiting replacement	
8	Warranty	Warranty Certificate issued for one (1) year in favor of the Department of Agrarian Reform-Cordillera Administrative Region	

BIDDER’S UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within (10) calendar days from receipt of the Notice of Award.

Until a formal contract/order confirmation is prepared and signed, the Bid is binding to us.

Name of Company (in print)

Signature of Company Authorized Representative

Name and Designation (in print)

Date

BID SECURING DECLARATION FORM

REPUBLIC OF THE PHILIPPINES)
CITY OF _____) S.S.

x-----x

BID SECURING DECLARATION
Invitation to Bid: [Insert Reference number]

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

I/We¹, 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 are declared the bidder with the Lowest Calculated Responsive Bid, and I/we have furnished the performance security and signed the Contract.

¹ Select one and delete the other. Adopt the same instruction for similar terms throughout the document.

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 _____



REPIUBLIC OF THE PHILIPPINES)
 CITY OF _____) S.S.

AFFIDAVIT OF NET FINANCIAL CONTRACTING CAPACITY

I _____, of legal age, single/married, Filipino and residing at _____, after being sworn in accordance with law, do hereby depose and say:

1. That I am the _____(Designation) of _____ (Name of Agency) with office at _____;
2. That the Net Financial Contracting Capacity(NFCC) of _____ (Name of Agency) based on net working capital (current assets and liabilities) is at least equal to the Approved Budget for the Contract (ABC) being bid;
3. That the NFCC is computed 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.

Current Assets	P	
Less: Current Liabilities		
Sub-Total	P	
Multiplied by:	P	
Less Value of all projects Under undergoing contracts Including awarded contracts Yet to be started	P	
NET FINANCIAL CONTRACTING CAPACITY P		

IN WITNESS WHEREOF, I hereby affix my signature this ____ day of _____, 20__
at _____.

Affiant

SUBSCRIBED AND SWORN TO before me this ____ day of _____, 20__
affiant exhibiting to me his/her identification document indicated below his/her
signature.

NOTARY PUBLIC

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 20__.

Notes:

1. The values of the bidder's current assets and current liabilities shall be based on the data submitted to BIR through its Electronic Filing and Payment System.
2. Value of all outstanding or uncompleted contracts refers those listed in Annex-I
3. The detailed computation using the required formula must be shown as provided above.
4. The NFCC computation must at least be equal to the total ABC of the project.

SECRETARY'S CERTIFICATE

I, _____ of legal age, Filipino, single/married, residing at _____ after having been duly sworn to in accordance with law, hereby certify:

1. THAT, I am the Corporate Secretary of _____ (Name of Agency) a corporation duly organized and existing under and by virtue of the laws of the Philippines, with principal office at _____.
2. THAT, in a special meeting of the Board of Directors of the said corporation, held on _____ 20__, wherein a quorum was recognized, the following resolution was adopted:

“RESOLVED, as hereby resolved that Mr/Ms _____, _____ (designation) be authorized as he/she is hereby authorized to **prepare, sign and submit the Application for Eligibility or Confidential Eligibility Statement** and any other documents pertinent to accomplishing this task to the DAR-CAR in behalf of the corporation in relation to the bidding for Motor Vehicle – Pick-Up for DAR-CAR.

IN WITNESS WHEREOF, I hereby affix my signature this ___ day of _____ 20__ at _____.

Corporate Secretary

SUBSCRIBED AND SWORN TO before me this ___ day of _____, 20__ affiant exhibiting to me his/her identification document indicated below his/her signature.

NOTARY PUBLIC

Doc. No. _____;
Page No. _____;
Book No. _____;
Series of 20__.



Annex VIII

FINANCIAL PROPOSAL FORM
(Prices must be inclusive of VAT)

After having carefully read and accepted the Terms and Conditions and Technical Specifications (Annex VI). I/we submit our quotation/s for the item/s as follows:

Description	Quantity	ABC Total Price (Php)	Financial Bid Total Price (Php)
Motor Vehicle – Pick-Up	1	1,700,000.00	

TOTAL BID PRICE (AMOUNT IN WORDS):

Notes:

- The financial bid is inclusive of all taxes, duties, transportation costs, delivery charges and all costs relative to the project requirements including installation, testing, commissioning and training.
- The bidder shall assume all risks until the goods have been delivered at the site and accepted by DAR-CAR.
- Do not leave any blanks. Indicate “n/a” if not bidding for a particular lot.

BIDDERS UNDERTAKING

I/We, the undersigned bidder, having examined the Bidding Documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.

Until a formal contract is prepared and signed, this Bid is binding on us.

Name of Company (in print)

Signature Over Printed Name of Authorized Representative

Designation (in print)

Date



Annex IX

DETAILED FINANCIAL BREAKDOWN
(Quoted price must be inclusive of VAT)

INSTRUCTION:

- The sum of the Detailed Financial Breakdown must be equal to the Financial Bid
- Do not leave any blanks: Indicate "0" if the item is being offered for free.

ITEM	DESCRIPTION	QTY	Approved Budget for the Contract (ABC)		Financial Bid	
			Unit Cost (Php)	Total Cost (Php)	Unit Cost (Php)	Total Cost (Php)
	Displacement At least 1996cc Valve Train DOHC 16-valve Cylinder lay-out inline-4 Aspiration Turbo charged intercooled Fuel type diesel Maximum Power - At least 180/3500 (Ps/rpm) Maximum Torque - At least 420/2500 (N-m/rpm) Chassis 4 Doors Length - at least 5,354 mm Width - at least 1,860 mm Height - at least 1,821 mm Wheelbase - at least 3,220 mm Suspension Front suspension - double wishbone with coil spring Rear suspension - leaf spring or coil spring Front brakes - disc Rear breaks - drum Front wheels - at least 18" alloy Rear wheels - at least 18" alloy Front tires - at least 265/60/R18 Rear tires - at least 265/60/R18 Safety Anti-lock braking system Electronic brake force distribution					

brake assist stability control traction control hill start assist driver airbag passenger airbag front curtain airbag With canopy With Dash cam (rear and front) Rain gutter Other accessories With 3-years LTO Registration With coverage Insurance					
				1,700,000.00	

TOTAL BID PRICE (Amount in Words): **One Million Seven Hundred Pesos**

BIDDER’S UNDERTAKING

I/We, the undersigned bidder, having examined the bidding documents including Bid Bulletins, as applicable hereby OFFER to (supply/deliver/perform) the above described items.

I/We undertake, if our bid is accepted, to deliver the items in accordance with the terms and conditions contained in the bid documents, including the posting of the required performance security within ten (10) calendar days from receipt of the Notice of Award.

Until a formal contract is prepared and signed, this Bid is binding on us.

 Name of Company (in print)

 Signature of Company Authorized Representative

 Name and Designation (in print)

 Date



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF AGRARIAN REFORM
Tunay na Pagbabago sa Repormang Agraryo

For Goods Offered From Within the Philippines

Name of Bidder _____ . Invitation to Bid² Number _ . Page of ____.

1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW per item	Transportation and Insurance and all other costs incidental to delivery, per item	Sales and other taxes payable if Contract is awarded, per item	Cost of Incidental Services, if applicable, per item	Total Price, per unit (col 5+6+7+8)	Total Price delivered Final Destination (col 9) x (col 4)

Name of Company

*Signature Over Printed Name
Of Authorized Representative*

Date

² If ADB, JICA and WB funded projects, use IFB.

Bid Form

Date: _____
Invitation to Bid³ N^o: _____

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

Gentlemen and/or Ladies:

Having examined the Bidding Documents including Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform] [description of the Goods]* in conformity with the said Bidding Documents for the sum of *[total Bid amount in words and figures]* or such other sums as may be ascertained in accordance with the Schedule of Prices attached herewith and made part of this Bid.

We undertake, if our Bid is accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements.

If our Bid is accepted, we undertake to provide a performance security in the form, amounts, and within the times specified in the Bidding Documents.

We agree to abide by this Bid for the Bid Validity Period and may be accepted at any time before the expiration of that period.

Commissions 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:⁴

Name and address of agent	Amount and Currency	Purpose of 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 as per **ITB** Clause of the Bidding Documents.

³ If ADB, JICA and WB funded projects, use IFB.

⁴ Applicable only if the Funding Source is the ADB, JICA or WB.

We likewise certify/confirm that the undersigned, *[for sole proprietorships, insert: as the owner and sole proprietor or authorized representative of Name of Bidder, has the full power and authority to participate, submit the bid, and to sign and execute the ensuing contract, on the latter's behalf for the Name of Project of the Name of the Procuring Entity]* *[for partnerships, corporations, cooperatives, or joint ventures, insert: is granted full power and authority by the Name of Bidder, to participate, submit the bid, and to sign and execute the ensuing contract on the latter's behalf for Name of Project of the Name of the Procuring Entity].*

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.

Dated this _____ day of _____ 20____.

[signature]

[in the capacity of]

Duly authorized to sign Bid for and on behalf of _____

FOR COMPANY UNDER SOLE PROPRIETORSHIP OR PARTNERSHIP

(Date)

THE CHAIRPERSON

Bids and Awards Committee
Department of Agrarian Reform
Cordillera Administrative Region
#55 Bokawkan Rd., Cor., Easter Rd.
Baguio City

Dear Sir/Madame:

In my capacity as _____(designation) of
_____ (name of Agency), I hereby officially designate Mr./Ms.
_____ our

_____ (designation) as the representative of our company
**authorized to prepare, sign and submit the Application for Eligibility or
Confidential Eligibility Statement and any other documents** pertinent to
accomplishing this task in relation to the bidding for Motor Vehicle – Pick-Up for
DAR-CAR.

This written authority is in compliance with DAR-CAR’s requirement which will only apply
for this particular purpose.

Very truly yours,

(Company)

(Owner’s Signature over Printed Name)

(Owner’s Signature over Printed Name)

Republic of the Philippines



Government Procurement Policy Board