

Annex A***Schedule of Requirements***

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Various Airconditioning Units comprised of the following:

Fund Source GAA CY 2023

Item No.	Description	Total Qty.	End-User Office at DARCO	Contract Completion Period (Delivery & Installation)
1	Split type, inverter 2.5 HP	4 units	External Affairs & Communications Operations Office-2 Undersecretary for Legal Affairs Office-2	Not later than thirty (30) calendar days from Supplier's receipt of the Notice to Proceed (NTP)
2	Split type, inverter 2.0 HP	21 units	Undersecretary PPRO-1 unit ASEC LAO (Tam)-2 FMAO- 1 unit BLTI- 6 Planning Service-3 BM Oandasan-2 PMS- 2 BARBD-2 MISS-2	
3	Split type, inverter 1.5 HP	2 units	OUMA-2	
4	Window type, inverter 2.0 HP	6 units	EACCO-2 UPPRO-1 Legal Service- 2 Procurement Division-1	
5	Window type, inverter 1.5 HP	6 units	OSEC- 3 SSO-1 ALAO Mendez-2	
	TOTAL	39 units		

I hereby commit to supply, deliver, install and commission all the above requirements in accordance with the above-cited schedules.

Signature over Printed Name of Authorized Representative _____

Designation _____

Name of Company _____

Date _____

Annex B

Technical Specifications

Item	Specification	Statement of Compliance
		<p><i>[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 Bidder's 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 subject to the applicable laws and issuances.]</i></p>
	<p align="center">Purchaser's Technical Specification</p> <p>Required Features on All Types of ACUs</p> <p>Brand new Fast cooling, energy saving With high density filter Active energy control function Low Noise level</p>	<p align="center">Bidder's Statement of Compliance</p>
	<p>➤ <u>2.5 HP Air Conditioner (4 Units)</u> <u>(Split Type Inverter)</u></p>	

Areas of Installation:

- 1.EACCO-2 units
- 2.ULAO- 2 units

- **Technology:** Inverter
- **Cooling Capacity:** At least 25,000 kj/h
- **Aircon Type:** Split Type, wall mounted
- **Power Supply:** 220-230V, single phase 60 Hz
- **Refrigerant:** R32
- **Inclusions:**
 - Remote Control
- **Warranty:** 1 Year Manufacturer's warranty for parts & labor
- **With PS or ICC Mark**

➤ **2.0 HP Air Conditioner (21 Units)**
(Split Type Inverter)

Areas of Installation:

1. Asec LAO (Tam)- 2 units
- 2.BM Oandasan- 2 units
- 3.BLTI- 6 units
- 4.Planning Service- 3 units
- 5.UPPRO- 1 unit
- 6.PMS- 2 units
- 7.BARBD- 2 units
- 8.FMAO- 1 unit
- 9.MISS- 2 units

- **Technology:** Inverter
- **Cooling Capacity:** at least 21,100 kj/h
- **Aircon Type:** Split Type, wall mounted
- **Power Supply:** 220-230V, single phase, 60 Hz
- **Refrigerant:** R32
- **Inclusions:**
 - Remote Control

- **Warranty:** 1 Year Manufacturer's warranty for parts & labor
- **With PS or ICC Mark**

➤ **1.5 HP Air Conditioner (2 Units)**
(Split Type Inverter)

Areas of Installation:
OUMA- 2 units

- **Technology:** Inverter
- **Cooling Capacity:** at least 13,715 kj/h
- **Aircon Type:** Split Type, wall mounted
- **Power Supply:** 220-230V, Single Phase, 60 Hz
- **Refrigerant:** R32
- **Inclusions:**
 - Remote Control
- **Warranty:** 1 Year Manufacturer's warranty for parts & labor
- **With PS or ICC Mark**

➤ **2HP Air Conditioner (6 Units)**
(Window Type Inverter)

Areas of Installation:
1.EACCO-2 units
2.UPPRO- 1 unit
3.Legal Service- 2 units
4.Proc. Div- 1 unit

- **Technology:** Inverter
- **Cooling Capacity:** at least 21,680 kj/h
- **Aircon Type:** Window Type
- **Power Supply:** 220-230V, Single Phase, 60 Hz
- **Refrigerant:** R32
- **Inclusions:**
 - Remote Control
- **Warranty:** 1 Year Manufacturer's warranty for parts & labor
- **With PS or ICC Mark**

	<p>➤ <u>1.5HP Air Conditioner (6 Units)</u> <u>(Window Type Inverter)</u></p> <p>Areas of Installation:</p> <ol style="list-style-type: none"> 1.OSEC-3 units 2.SSO- 1 unit 3. ALAO Mendez- 2 units <ul style="list-style-type: none"> • Technology: Inverter • Cooling Capacity: at least 12,660 kj/h • Aircon Type: Window Type • Power Supply: 220-230V, Single Phase, 60 Hz. • Refrigerant: R32 • Inclusions: <ul style="list-style-type: none"> ○ Remote Control • Warranty: 1 Year Manufacturer's warranty for parts & labor • With PS or ICC Mark 	
	<p>SCOPE OF WORK</p> <p>Supply, delivery, installation and commissioning of Different Types of Air Conditioning Units (ACUs) for the Department of Agrarian Reform Central Office (DARCO) at the identified offices at the DAR Compound, Elliptical Road, Diliman, Quezon City.</p>	

Other Requirements:

1. The winning bidder shall deliver, install and commission the 39 air conditioning units grouped into six different types per technical specifications, within thirty (30) calendar days from the Supplier's receipt of the Notice to Proceed.
2. The cost of installation of the different A/C units shall be included in the unit cost to be quoted by the bidder. It is therefore incumbent upon the bidder to conduct an ocular inspection of the different offices where the A/C units are to be installed, with the guidance/assistance of the authorized personnel from the General Services Division of the DAR. The bidder is responsible for carefully estimating the electrical, power supplies and other parts and accessories necessary to make the installed A/C units operational. The cost of testing and commissioning shall be to the account of the winning bidder/supplier.
3. The warranty period on parts and services after acceptance is one (1) year. It shall commence upon the end-user's issuance of a Certificate of Acceptance after commissioning and testing is completed.

4. The Supplier shall conduct quarterly preventive maintenance of the A/C units free of charge during the warranty period.
5. The warranty period on the compressor shall be at least five (5) years. In case replacement of the compressor is required, installation and refrigerant shall be free of charge during the warranty period.
6. Technicians to be assigned to the project should possess the necessary TESDA Certificate (NC II- Refrigeration and Airconditioning).

I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post-qualification, the same shall give rise to automatic disqualification of our bid.

Name of Company/Bidder

Signature over Printed Name of
Authorized Representative

Date

Bid Form for the Procurement of Goods

[Shall be submitted with the Bid]

BID FORM

Date : December 27, 2023

Identification No. : REO-NP-116-23-01

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

Having examined the Invitation for Negotiated Procurement including the associated Annexes with Identification Number: RFQ-NP-116-23-01, 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 documents for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price includes the cost of all taxes, such as, but not limited to: *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) incometax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized herein or in the Price Schedules,

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 pursuant to the NP documents.

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

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.

Name: _____

Legal capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

Date: _____

Price Schedule for Goods Offered from Within the Philippines
[shall be submitted with the Bid if bidder is offering goods from within the Philippines]

For Goods Offered from Within the Philippines

Name of Bidder _____

Project ID No. RFQ-NP-116-23-01

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1	2	3	4	5	6	7	8	9	10
Item	Description	Country of origin	Quantity	Unit price EXW Per item	Transportation 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)
1	Split type, inverter 2.5 HP		4						
2	Split type, inverter 2.0 HP		21						
3	Split type, inverter 1.5 HP		2						
4	Window type, inverter 2.0 HP		6						
5	Window type, inverter 1.5 HP		6						

_____ of _____

*Shall include costs of accessories, power line and electrical supplies and accessories needed for the installation and commissioning of the ACUs in the identified locations at the DAR Central Office.

Name: _____

Legal Capacity: _____

Signature: _____

Duly authorized to sign the Bid for and behalf of: _____

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.**
11. In the event of a finding of overpricing by the Commission on Audit (COA), *[Name of Bidder]* undertakes to refund the amount as determined by the COA.

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]