



**Republic of the Philippines**  
**OFFICE OF THE PRESIDENT**  
**PHILIPPINE RECLAMATION AUTHORITY**

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 Tel. No.: (02) 459-5000 • Facsimile No.: (02) 815-2662  
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**REQUEST FOR QUOTATION (Small Value Procurement)**

Project Information:		Approved Budget for the Contract (ABC):	<b>LOT 1</b> <b>₱ 90,000.00 Only</b>
Project Name:	<b>VARIOUS SURVEY INSTRUMENTS AND ACCESSORIES (LOT 1)</b>	Quotation Issue Date:	<b>28 April 2023</b>
PhilGEPS Ref. No.:	<b>9691311</b>	Quotation Closing Date:	<b>02 May 2023</b>

**INSTRUCTIONS:**

<ol style="list-style-type: none"> <li>1. Do not alter the contents of this form in any way.</li> <li>2. Bidder shall provide correct and accurate information required in this form.</li> <li>3. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the duly authorized representative.</li> <li>4. If another form is used other than this RFQ, the quotation shall contain all the mandatory requirements/provisions including manifestation on the agreement with the Terms and Conditions of this RFQ.</li> <li>5. Quote your lowest net government price(s), taxes included, F. O. B. destination, for the item(s)/service(s) listed hereunder, indicating the shortest time of delivery and furnishing this Office with descriptive brochures, catalogues (if available), and/or samples (if required).</li> <li>6. Indicate the brand name of the offered item/s (if applicable).</li> <li>7. The Technical Specifications <b>must be complied with</b>. Failure to do so shall render the quotation ineligible/disqualified.</li> <li>8. For <b>EXCLUSIVE MANUFACTURER, DISTRIBUTOR OR AGENT IN THE PHILIPPINES</b>, attach appropriate documents to the said effect.</li> <li>9. E-mail duly accomplished form and documentary requirements to bac@pea.gov.ph or submit them in hard copy to PRA Office (BAC Secretariat).</li> <li>10. Quotations, including documentary requirements, received after the <b>Quotation Closing Date</b> shall not be accepted.</li> <li>11. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</li> </ol>	<p style="color: red; font-weight: bold; margin: 0;"><b>ATTACH THE FOLLOWING DOCUMENTS WITH YOUR QUOTATION</b></p> <ul style="list-style-type: none"> <li>✓ Valid PhilGEPS Registration Number</li> <li>✓ Valid Mayor's/Business Permit</li> <li>✓ Notarized Omnibus Sworn Statement</li> <li>✓ For Partnership or Corporation: Notarized Secretary Certificate</li> </ul> <p style="font-size: small; margin-top: 10px;">(Per 2016 Revised IRR of R.A. 9184)</p>
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**SUPPLIER INFORMATION (Fill-out completely):**

Company Name:	PhilGEPS Reg. No.:
	TIN:
Address:	Email Address:
	Contact Number:

**OFFICIAL QUOTATION FROM THE SUPPLIER:**

NO.	QTY.	UNIT	DESCRIPTION	BRAND NAME (if applicable)	UNIT PRICE*	TOTAL PRICE (Unit Price x Qty)*
<b>LOT 1</b>						
1.	2	unit	SURVEYOR'S WHEEL			
2.	2	unit	ELECTRONIC LASER DISTANCE METER			
3.	2	unit	BATTERIES FOR NIKON XF TOTAL STATIONS			
4.	2	unit	BIPOD SUPPORT FOR PRISM POLE			
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Authorized Representative:		
Signature Over Printed Name	Position	Date

NO.	QTY.	UNIT	DESCRIPTION	BRAND NAME (if applicable)	UNIT PRICE*	TOTAL PRICE (Unit Price x Qty)*
5.	1	unit	<b>BUILDING TRIPOD ALUMINUM DESIGN</b>			
			See Technical Specifications for other requirements			
<b>GRAND TOTAL IN PHILIPPINE PESO:</b>						


\*Note: Amount shall be inclusive of taxes and delivery charges (if applicable).

**TERMS AND CONDITIONS** (Fill-out completely the required information):




- Payment shall be in the form of **Company Check** and price validity shall be **45 calendar days**.
- Availability of item/s:
  - Delivery Within 30 working days (c.d.) upon receipt of Purchase Order (P.O.)
  - Pick-up
- For Goods, the item/s shall be inspected on the scheduled date and time of the Procuring Unit.
- Warranty period:
  - Not Applicable
  - Applicable warranty period shall be \_\_\_\_\_.
- Indicate if quotation is:
  - VAT INCLUSIVE
  - NON-VAT (**ATTACH CERTIFICATION**)
- Suppliers must download the attached document of a bid before the closing date to be included in the Document Request List (DRL). Suppliers must be registered in PhilGEPS.
- Supplier must be ready to provide proof of compliance (pictures, brochure, certification, etc.) and sample when required by the BAC for evaluation purposes.
- By submitting this quotation, supplier is authorizing PRA to deduct the following from the total amount as payment for taxes:

	GOODS				SERVICES			
	EXPANDED W/ TAX	TAX CERTIFICATE	FINAL VAT	TAX CERTIFICATE	EXPANDED W/ TAX	TAX CERTIFICATE	FINAL VAT	TAX CERTIFICATE
VATABLE	1%	BIR Form 2307	5%	BIR Form 2307	2%	BIR Form 2307	5%	BIR Form 2307
NON-VAT	1%	BIR Form 2307	1%	BIR Form 2306	2%	BIR Form 2307	1%	BIR Form 2306

**TECHNICAL SPECIFICATIONS**

MINIMUM SPECIFICATIONS	COMPLY / NOT COMPLY	REMARKS
<p><b>1. Surveyor's Wheel</b></p> <ul style="list-style-type: none"> <li>- Branded</li> <li>- Measuring Capacity: Up to 10,000 meter (m)</li> <li>- Preferably reads in metric and english</li> <li>- Preferably with memory function, can add/subtract</li> <li>- Wheel Diameter: At least 203 mm or 8 inches</li> <li>- Big sight, digital display and preferably viewable at nighttime</li> <li>- Lightweight, less than 2 kg</li> <li>- Foldable for portability</li> <li>- Rubberized pistol grip</li> </ul>		

Authorized Representative:		
Signature Over Printed Name	Position	Date

MINIMUM SPECIFICATIONS	COMPLY / NOT COMPLY	REMARKS
<ul style="list-style-type: none"> <li>- With brake and counter control in the handle</li> <li>- Counter re-settable</li> <li>- With kick stand</li> <li>- Can be used on rough surface</li> <li>- Rainproof</li> <li>- Power: Battery or Rechargeable</li> <li>- Inclusion:               <ul style="list-style-type: none"> <li>o Carrying Bag</li> <li>o Two (2) Sets of Batteries or Charging Cable and Adapter, whichever is applicable</li> </ul> </li> <li>- At least one (1) year standard warranty on parts and services</li> </ul>		
<p><b>2. Electronic Laser Distance Meter (ELDM)</b></p> <ul style="list-style-type: none"> <li>- Measurement range: 0.8m to 100m</li> <li>- Laser class 2 red</li> <li>- Accuracy: <math>\pm 1.5\text{mm}</math></li> <li>- With angular measurement range of 0 to 360°</li> <li>- Power supply: 3 x 1.5V AA batteries or Rechargeable</li> <li>- Rated IP 54 or better</li> <li>- With integrated viewfinder</li> <li>- Data can be transferred thru Bluetooth</li> <li>- At least one (1) year standard warranty on parts and services</li> </ul>	 <p style="color: red; font-weight: bold; font-size: small;">INCLUDES:</p>	
<p><b>3. Batteries for Nikon XF Total Stations (TS)</b></p> <ul style="list-style-type: none"> <li>- Compatible with available Nikon XF Total Stations</li> <li>- Rechargeable Li-ion</li> <li>- 3.7V, 5.0Ah, 18.5Wh</li> <li>- At least one (1) year standard warranty</li> </ul>		
<p><b>4. Bipod support for Nikon XF TS</b></p> <ul style="list-style-type: none"> <li>- With adjustable screw attaching to the pole</li> <li>- Quick release for easy adjustment and pole stability</li> <li>- Made from carbon fiber or aluminum</li> <li>- At least one (1) year standard warranty on parts</li> </ul>		
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Authorized Representative:		
Signature Over Printed Name	Position	Date

MINIMUM SPECIFICATIONS	COMPLY / NOT COMPLY	REMARKS
<p><b>5. Building tripod Aluminum Design for ELDM</b></p> <ul style="list-style-type: none"> <li>- Compatible with ELDM unit</li> <li>- Extendible height ranges from 0.5m to 1.5m</li> <li>- Compact and lightweight less than 1kg</li> <li>- Steady-adjustable base with swivel</li> <li>- At least one (1) year standard warranty on parts and services</li> </ul>		
<p><b>PLEASE INCLUDE BROCHURE AND PICTURES</b></p>		
<p><b>Delivery and Installation:</b>            Delivery within thirty (30) calendar days upon receipt of Purchase Order.</p> <p><b>Delivery Address:</b>            Bldg. 3 PNOC Compound            Energy Center, Rizal Drive            Bonifacio Global City            Fort Bonifacio, Taguig City</p>		



Authorized Representative:		
Signature Over Printed Name	Position	Date

## Omnibus Sworn Statement (Revised)

*[shall be submitted with the Bid]*

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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 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]*