



REPUBLIKA NG PILIPINAS  
TANGGAPAN NG PANGULO  
LUPON SA MGA LARO AT LIBANGAN  
(GAMES AND AMUSEMENTS BOARD)  
Legaspi Towers 200, Paseo de Roxas, Makati City  
Tel. Nos. 812-7109 \* Fax 816-31-28  
bacsec@gab.gov.ph  
www.gab.gov.ph

## REQUEST FOR QUOTATION

The Games and Amusements Board (GAB), through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement (Small Value Procurement) for the project, **Supply & Delivery of Three (3) Utility Worker for Janitorial Maintenance Services for GAB for five working days from Monday – Friday for FY 2019**, in accordance with Section 53.9 of the Revised Implementing Rules and Procedure of Republic Act. No. 9184.

Name of Project : **Supply & Delivery of Three (3) Utility Worker for Janitorial Maintenance Services for GAB for five working days from Monday – Friday for FY 2019**

Location : 2<sup>nd</sup> Floor Legaspi Tower 200, Paseo de Roxas St., Legaspi Village, Makati City

Brief Description : Furnishing/Rendering of Janitorial Maintenance services for GAB by Three (3) Janitorial Personnel at Eight (8) Hours Duty per Personnel by a Qualified Manpower Agency

Approved Budget : Six Hundred Thousand Pesos (P600,000.00) for the Contract per year

Contract Duration : January 2019 to December 31, 2019

Interested suppliers are required to submit their valid and current Mayor's Permit, Income/Business Tax Returns (for ABC above P500k), PhilGEPS Registration Number, Omnibus Sworn Statements and Authority of Signatory, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor's/Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents in on or before 4:00p.m. of February 08, 2019 at the BAC Secretariat Office, 2<sup>nd</sup> floor Legaspi Towers 200 Paseo de Roxas St., Legaspi Village, Makati City.

**Late submissions shall not be accepted.**

The forms, which are part of the quotation documents, shall be the same forms to be submitted by the proponents for their compliance with the schedule of requirements, technical specifications, and financial proposal submission sheet. Non-compliance therewith shall be a ground for disqualification.

GAB reserves the right to accept or reject any bid, to annul the bidding process, and to reject all bids at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

For inquiry, you may call the BAC Secretariat at telephone no. 813-7109.

Very truly yours,

**DR. JESUCITO M. GARCIA**  
Chairman, BAC

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

ANNEX "A"

## PRICE QUOTATION FORM

**THE BIDS AND AWARDS COMMITTEE (BAC)**  
GAMES AND AMUSEMENTS BOARD  
Legaspi Towers 200, Paseo de Roxas  
Makati City

Thru: BAC-Canvasser  
GAB BAC Secretariat

Sir/Madam:

After having carefully read and accepted the Terms and Conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

QTY.	DESCRIPTION/SPECIFICATION	UNIT PRICE	TOTAL PRICE
	<b>Supply &amp; Delivery of Three (3) Utility Worker for Janitorial Maintenance Services for GAB for five working days from Monday – Friday for FY 2019</b>		
	Please attached your service proposal for the project		
	<b>GRAND TOTAL -----</b>		
(Amount in Words)			

The above-quoted prices are inclusive of all costs and applicable Expanded Value Taxes (EVAT).

Terms of payment:

Very truly yours,

\_\_\_\_\_  
Printed Name/Signature of Authorized Signatory

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone No./Fax No.

PRICE SCHEDULE FOR JANITORIAL MAINTENANCE SERVICES FOR GAMES AND AMUSEMENTS  
BOARD CENTRAL OFFICE FOR CY 2019

<b>A. MONTHLY MINIMUM WAGE RATES</b>	AMOUNT IN PESOS
Daily Minimum Wage Rate Wage Order No. NCR-22	
Estimate Equivalent monthly Rate	
COLA	
Service Incentive Leave	
13 <sup>th</sup> Month Pay	
SUB-TOTAL	
<b>B. MANDATORY</b>	
SSS	
Philhealth Contribution	
Pag-IBIG	
SUB-TOTAL	
<b>C. TOTAL (A &amp; B)</b>	
<b>D. ADMINISTRATIVE COST</b>	
<b>E. VAT (12% of C + D)</b>	
<b>F. Bid Price per Janitor</b>	
<b>Total Cost per month for 3 janitors</b>	
<b>Total Cost for 3 Janitor for 12 months</b>	

NOTE: Please accomplish the Price Schedule as supporting document.

\_\_\_\_\_  
Printed Name/Signature of Authorized Signatory

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Address

\_\_\_\_\_  
Telephone No./Fax No.

**Omnibus Sworn Statement**

---

**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 examined all of the Bidding Documents;
  - b) Acknowledged 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) Inquired or secured 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 \_\_\_\_\_