



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. 812-57-13 \* Fax 816-31-28  
bacsec@gab.gov.ph  
www.gab.gov.ph

## **REQUEST FOR QUOTATION**

**(Lease of Office Space for GAB Davao Extension Field Office for FY2020 from January to December 31, 2020)**

The Games and Amusements Board (GAB) hereinafter referred to as “the Lessee”, through its Bids and Awards Committee (BAC), invite interested parties to submit quotation for **Lease of Office Space for GAB Davao Extension Field Office for FY2020 from January to December 31, 2020** through Negotiated Procurement/Leased of Real Property (Sec 53.10 of 2016 Revised Implementing Rules and Regulations of R.A. 9184) with Approved Budget for the Contract (ABC) of **One Hundred Forty-Four Thousand Pesos (Php 144,000.00)**:

### **DELIVERABLES:**

1. Ready for occupancy
2. Inclusive of own electric meter, water and telephone lines
3. Located within City proper of Davao
4. Exclusive lavatory
5. With free parking
6. Adequate electrical outlet, with emergency light and fire extinguisher
7. One (1) year minimum contract: From January to December, 2020

Prospective bidders must submit the following eligibility documents:

- ✓ Mayor's / Business Permit
- ✓ BIR Certificate of Registration
- ✓ Philgeps Certificate of Registration
- ✓ Duly Accomplish “Annex A”

GAB now invites legally, technically and financially capable suppliers to submit quotation for the **Lease of Office Space for GAB Davao Extension Field Office for FY2020 from January to December 31, 2020** presented above.

Quotation/proposal and documentary requirements, together with the Technical Specification (“Annex A”), may be placed in sealed envelope **Lease of Office Space for GAB Davao Extension Field Office for FY2020 from January to December 31, 2020** and must be submitted to GAB Davao Filed Office.

The GAB reserves the right to accept or reject any quotation/proposals, and to annul the procurement process and rejects all quotation/proposals at any time prior to Contract Award, without thereby incurring any liability to the affected bidder or bidders. GAB also reserves the right to waive any required formality in the proposals received and select the proposal which it determines to be the most advantageous to the government.

For inquiry, you may contact GAB Davao Extension Field Office at Tel. No. (082) 227-6907.

**SIGNED**

**CHAIRMAN**

Bids and Awards Committee

## ANNEX "B"

Having read and examined the terms and conditions on the subject Request for Quotation (RFQ), I/We submit our quotation/s for the item/s as follows:

ITEM DESCRIPTION	Approved Budget of the Contract	OFFER			REMARKS
		PRICE	Compliance with Technical Specifications (please check)		
			Yes	No	
<b>Lease of Office Space for GAB Davao Extension Field Office for FY2020 from January to December 31, 2020</b>	<b>One Hundred Forty-Four Thousand Pesos (Php 144,000.00):</b>				

Procurement Project:	<b>Lease of Office Space for GAB Davao Extension Field Office for FY2020 from January to December 31, 2020</b>
<b>TECHNICAL SPECIFICATIONS</b>	
<b>Lessee's Specification/Requirements</b>	<b>Bidders Specifications/ Statement of Compliance</b>
1) Ready for occupancy	
2) Inclusive of own electric meter, water and telephone lines	
3) Located within City proper of Davao	
4) Exclusive lavatory	
5) With free parking	
6) Adequate electrical outlet, with emergency light and fire extinguisher	
7) One (1) year minimum contract: From January to December, 2020	
Approved Budget for the contract (ABC) of <b>One Hundred Forty-Four Thousand Pesos (Php 144,000.00)</b>	

Note: These are Lessee's minimum specifications/requirements. The Bidder may offer higher specifications or additional items, if any.

Printed Name/Signature of Authorized Signatory

Name of Company

Address

Telephone No./Fax No.

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

**PRICE QUOTATION FORM**

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

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:

Item No.	QTY.	DESCRIPTION/SPECIFICATION	UNIT PRICE	TOTAL PRICE
		<b>Lease of Office Space for GAB Davao Extension Field Office for FY2020 from January to December 31, 2020</b>		
<b>GRAND TOTAL -----</b>				<b>P</b>
Amount in words:				

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

Terms of payment: \_\_\_\_\_

Delivery: \_\_\_\_\_

Very truly yours,

\_\_\_\_\_  
Printed Name/Signature of Authorized Signatory\_\_\_\_\_  
Name of Company\_\_\_\_\_  
Address\_\_\_\_\_  
Telephone No./Fax No.

## 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 \_\_\_\_\_