



BIDS AND AWARDS COMMITTEE

INVITATION FOR NEGOTIATED PROCUREMENT for the Fabrication, Supply, Delivery and Installation of Various Furniture and Fixtures

1. In view of the two (2) failed public biddings, the Western Philippines University, through Its Bids and Award Committee (BAC) invites interested bidders to participate in the ***Negotiated Procurement for the Fabrication, Supply, Delivery and Installation of Various Furniture and Fixtures with Project Identification No. Goods-2025-015*** in accordance with Section 35.1 of the Implementing Rules and Regulations of Republic Act No. 12009, otherwise known as the “New Government Procurement Act.”
2. The *Western Philippines University*, through the **fund 164-2025** intends to apply the sum of ***Four million forty-two thousand three hundred fifty pesos (Php 4,042,350.00)*** being the ABC to payment for the above mention procurement project. Bids received in excess of the ABC shall be automatically rejected at bid opening.
3. The selection of the successful offer shall be based upon the submission of the best and final proposal to the Bids and Awards Committee (BAC) within the prescribed deadline. The proposal must comply fully with or exceed the minimum technical specifications as stipulated in the bidding documents.
4. The interested bidders may obtain further information from the BAC Secretariat at the address given below from **September 1 to 22, 2025**, Monday to Friday, 8:00 AM to 5:00 PM.
5. The Western Philippines University will hold the Negotiation Meeting on **September 8, 2025** at 1:30 PM at Conference Room, Admin. Bldg., WPU, San Juan Aborlan, Palawan or via Zoom Videoconferencing.
6. Two (2) copies of the Eligibility and Technical Documents, along with the Financial Proposal, shall be submitted in sealed envelopes clearly labeled “Negotiated Procurement for Two-Failed Biddings”. The envelope must also include the title of the procurement project, the name and address of the bidder, and the bidder’s contact details.
7. Bids must be duly received by the BAC Secretariat through (i) manual submission at the office address indicated below, (ii) online or electronic submission as indicated below, or (iii) both on or before **September 22, 2025, 9:00am**. Late bids shall not be accepted.

A. ELIGIBILITY AND TECHNICAL DOCUMENTS

- (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages);
- (b) Statement of the bidder’s Single Largest Completed Contract (SLCC) similar to the contract to be bid;
- (c) NFCC Computation or committed Line of Credit (LoC);
- (d) Statement of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid;
- (e) [if applicable] JVA) or in the absence of a JVA, duly notarized statements from all potential JV partners stating that they will enter into and abide by the provisions of the JVA in the event that the bid is successful;
- (f) Bid Security in the prescribed form and amount in accordance with Section 56.1, and validity period under Section 57 of the IRR of R.A, 12009; **or**
- (g) Bid Securing Declaration in accordance with Section 56.6 of the IRR of R.A, 12009;

- (h) Technical Specifications, which may include production or delivery schedule, manpower requirements, or after-sales service or parts, if applicable;
- (i) Omnibus Sworn Statement; and

B. FINANCIAL DOCUMENTS

- (j) Bid Form which includes the Bid price;
- (k) Price Schedules

- 8. Opening of the eligibility documents, technical documents and financial proposal will be on **September 22, 2025, 9:30 am.**
- 9. The Western Philippines University reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Section 70 of R.A. No. 12009, without incurring any liability to the affected Bidder or Bidders.

For further information, please refer to:

Ms. Julie Ann Pearl P. Denosta
BAC Secretariat Office
WPU, San Juan, Aborlan, Palawan
Mobile No: 0912-344-0128
For Inquiry: wpu.bacsecretariat@gmail.com
For electronic bid Submission: bac.secretariat@wpu.edu.ph

September 1, 2025


RIA S. SARIEGO
BAC Chairperson

Section VI. Schedule of Requirements

The delivery schedule, expressed in weeks or months, indicates the required delivery date which shall be understood as the date the Goods are to be delivered to the project site.

Item No.	Description	Qty.	Total	Delivered, Weeks/Months
	Fabrication, Supply, Delivery and Installation of Various Furniture and Fixtures with Project Identification No.: Goods-2025-015			60 calendar days upon receipt of notice to proceed.
1	BLACKBOARD & WHITEBOARD(back to back), with stand and caster wheels, aluminum frame and stand, high quality formica, green board, 4' x 8'	22 unit		
2	BLACKBOARD, aluminum frame, 4' x 8'	15 unit		
3	BOOKSHELF, steel, 1 column / 5 layers Detailed Description / Specifications: OVERALL DIMENSION: ± L100cm x D45cm x H200cm PARTITIONS: 1 column, 5 layers MATERIALS: Powdered Coated Cold Rolled Steel GAUGE: min. g.20 Color: Beige / light gray Adjustable layers	15 unit		
4	BOOKSHELF, steel, 1 column / 5 layers Detailed Description / Specifications: OVERALL DIMENSION: ± L100cm x D45cm x H200cm PARTITIONS: 1 columns, 5 layers MATERIALS: Powdered Coated Cold Rolled Steel GAUGE: min. g.20 Color: Beige / light gray Adjustable layers	4 unit		
5	CLASSROOM CHAIR, with writing board Color: Blue (seat & backrest) Materials: plastic	1095 unit		
6	CLASSROOM CHAIR, with writing board (for left & right hand use) Color: Blue (seat & backrest), Black (Steel Frame) Materials: CHAIR & BACK REST –Virgin Polypropylene FRAME/BASE – Steel tube, 16 – 0.9mm (non Without book tray, with mold insert	250 unit		
7	COMPUTER CHAIR, with armrest, black Detailed Description / Specifications: OVERALL DIMENSION: ± 50(L)x50(W) x78-88(H) cm Weight capacity: 100kg Tilt Lock Mechanism Pneumatic height adjustment 360 degrees swivel function Black	13 unit		

8	FOLDING TABLE, plastic table & steel frame Minimum Technical Specifications: Overall dimension: 122cm x 60cm x 75cm Color: White tabletop Table Top Material: High-density Polyethylene (HDPE) Plastic Frame Material: Powder Coated Metal Frame Adjustable Shelving and Storage System Ready to Use, Easy to Maintain, and Simple to Store	15 unit		
9	LABORATORY TABLE, 4' x 8' x 32 inches tall, solid wood, white tiles table top	4 unit		
10	LABORATORY WOODEN STOOL: Made of Hard wood, 18" height, 12" circular surface, 4 wooden bar legs	72 unit		
11	OFFICE TABLE, 3 drawers, steel frame, wooden laminated top, Detailed Description / Specifications: OVERALL DIMENSION: ± L1200 x W700 x H750 DRAWERS: 3 drawers GAUGE: min. 20, Powdered coated metal TABLE TOP MATERIAL: Laminated Hardwood, ±2.5cm COLOR: GRAY or WHITE or BEIGE (Table top & Body)	88 unit		
12	OPENSHELF/RACK, 5-tier, 5 adjustable levels Easy assembly Durable powder coat finish 1.5in. increment adjustments 130kg maximum capacity per shelf Measures 34 x 14 x 72in.	2 unit		
13	STEEL FILING CABINET, 3 drawers Detailed Description / Specifications: Overall dimension: ± 456mm x 620mm x 1031mm Number of Drawers: 3 drawers Material: Powdered coated metal Gauge: min. g.20 Color: Beige / Light Gray Centralized lock system	6 unit		
14	STEEL FILING CABINET, 4 drawers Detailed Description / Specifications: Overall dimension: ± 456mm x 620mm x 1331mm Number of Drawers: 4 Material: Powdered coated metal Gauge: min. g.20 Color: Beige / Light Gray Centralized lock system	21 unit		
15	STOOL CHAIR, round wooden seat, metal stand, height: 45cm	118 unit		
16	White Board: with frame and wheels, 5 ft (length) x 4 ft (width) x 2 ft (width)	19 unit		
17	WHITEBOARD, 4' X 8', with aluminum frame	22 unit		
18	WOODEN TABLE, 5'(length) x 2'(width) x 3'(height), brown	2 unit		

I hereby verify to comply with all the above requirements.

Bidder's Representative/Authorized Signatory

Company name

Date

Technical Specifications

Item	Specification		Statement of Compliance
			<i>[Add 2 columns if the award criterion to be used is MEARB, or MARB (one for parameters and one for rating)]</i> Bidders must state “Comply” or “Not Comply” for each specification and provide the corresponding performance parameters for offered equipment. Each response must be supported by a clear documentary support in the bid and properly cross-referenced. Acceptable evidence includes unaltered manufacturer sales brochures, official specification sheets, product samples, independent test results, and similar documents. Claims should be backed by documentary support. If the evidence contradicts the claim, the bid may be rejected. Any false statement—whether in the compliance form or supporting documents—found during evaluation, post-qualification, or contract implementation may be considered fraudulent in accordance with ITB Clause 3.1(a)(ii) and without prejudice to the imposition of appropriate administrative, civil, and criminal penalty in accordance with law.
		Fabrication, Supply, Delivery and Installation of Various Furniture and Fixtures with Project Identification No.: Goods-2025-015	
1	22 unit	BLACKBOARD & WHITEBOARD(back to back), with stand and caster wheels, aluminum frame and stand, high quality formica, green board, 4' x 8'	
2	15 unit	BLACKBOARD, aluminum frame, 4' x 8'	
3	15 unit	BOOKSHELF, steel, 1 column / 5 layers Detailed Description / Specifications: OVERALL DIMENSION: ± L100cm x D45cm x H200cm PARTITIONS: 1 column, 5 layers MATERIALS: Powdered Coated Cold Rolled Steel GAUGE: min. g.20 Color: Beige / light gray Adjustable layers	
4	4 unit	BOOKSHELF, steel, 1 column / 5 layers Detailed Description / Specifications: OVERALL DIMENSION: ± L100cm x D45cm x H200cm PARTITIONS: 1 columns, 5 layers MATERIALS: Powdered Coated Cold Rolled Steel	

		GAUGE: min. g.20 Color: Beige / light gray Adjustable layers	
5	1095 unit	CLASSROOM CHAIR, with writing board Color: Blue (seat & backrest) Materials: plastic	
6	250 unit	CLASSROOM CHAIR, with writing board (for left & right hand use) Color: Blue (seat & backrest), Black (Steel Frame) Materials: CHAIR & BACK REST –Virgin Polypropylene FRAME/BASE – Steel tube, 16 – 0.9mm (non Without book tray, with mold insert	
7	13 unit	COMPUTER CHAIR, with armrest, black Detailed Description / Specifications: OVERALL DIMENSION: ± 50(L)x50(W) x78-88(H) cm Weight capacity: 100kg Tilt Lock Mechanism Pneumatic height adjustment 360 degrees swivel function Black	
8	15 unit	FOLDING TABLE, plastic table & steel frame Minimum Technical Specifications: Overall dimension: 122cm x 60cm x 75cm Color: White tabletop Table Top Material:High-density Polyethylene (HDPE) Plastic Frame Material:Powder Coated Metal Frame Adjustable Shelving and Storage System Ready to Use, Easy to Maintain, and Simple to Store	
9	4 unit	LABORATORY TABLE, 4' x 8' x 32 inches tall, solid wood, white tiles table top	
10	72 unit	LABORATORY WOODEN STOOL: Made of Hard wood, 18" height, 12" circular surface, 4 wooden bar legs	
11	88 unit	OFFICE TABLE, 3 drawers, steel frame, wooden laminated top, Detailed Description / Specifications: OVERALL DIMENSION: ± L1200 x W700 x H750 DRAWERS: 3 drawers GAUGE: min. 20, Powdered coated metal TABLE TOP MATERIAL: Laminated Hardwood, ±2.5cm COLOR: GRAY or WHITE or BEIGE (Table top & Body)	
12	2 unit	OPENSHELF/RACK, 5-tier, 5 adjustable levels Easy assembly Durable powder coat finish 1.5in. increment adjustments 130kg maximum capacity per shelf Measures 34 x 14 x 72in.	
13	6 unit	STEEL FILING CABINET, 3 drawers Detailed Description / Specifications:	

		Overall dimension: ± 456mm x 620mm x 1031mm Number of Drawers: 3 drawers Material: Powdered coated metal Gauge: min. g.20 Color: Beige / Light Gray Centralized lock system	
14	21 unit	STEEL FILING CABINET, 4 drawers Detailed Description / Specifications: Overall dimension: ± 456mm x 620mm x 1331mm Number of Drawers: 4 Material: Powdered coated metal Gauge: min. g.20 Color: Beige / Light Gray Centralized lock system	
15	118 unit	STOOL CHAIR, round wooden seat, metal stand, height:45cm	
16	19 unit	White Board: with frame and wheels, 5 ft (length) x 4 ft (width) x 2 ft (width)	
17	22 unit	WHITEBOARD, 4' X 8', with aluminum frame	
18	2 unit	WOODEN TABLE, 5'(length) x 2'(width) x 3'(height), brown	

I hereby verify to comply with all the above requirements.

Bidder's Representative/Authorized Signatory

Company name

Date

Bid Form for Procurement of Goods

[Note: The duly accomplished form shall be submitted with the Bid]

BID FORM

Project Identification No.: Goods-2025-015

To: **Western Philippines University**

Having examined the Philippine Bidding Documents (PBD) including the Supplemental Bid Bulletin Numbers [insert numbers], the receipt of which is hereby duly acknowledged, we, the undersigned, declare that:

- a) I/We have no reservation to the PBD, including the Supplemental Bid Bulletins, for the Procurement Project ***Negotiated Procurement for the Fabrication, Supply, Delivery and Installation of Various Furniture and Fixtures***;
- b) Select one, delete the other
 - I/We undertake to deliver the Goods in accordance with the delivery schedule in the Schedule of Requirements;
 - I/We offer to execute the Works for this Contract in accordance with the PBD;
- c) The total price of our Bid in words and figures, excluding any discount offered below, is *[insert information]*
- d) The discounts offered and the methodology for their application, if any, are: *[insert information]*; or indicate N/A if no discount offered
- e) The total bid price in words and figures, after applying the applicable discount, includes the cost of all taxes, such as, but not limited to *[specify the applicable taxes, e.g. (i) value added tax (VAT), (ii) income tax, (iii) local taxes, and (iv) other fiscal levies and duties]*, which are itemized in the *[Select one, delete the other: the Price Schedules/ Detailed Estimates]*.
- f) This Bid shall remain valid within a period stated in the PBD, and it shall be binding upon me/us at any time before the expiration of that period;
- g) If our bid is accepted, I/we commit to enter to a contract and provide a performance security in the form, amounts, and within the times prescribed in the PBD, and hereby acknowledge the consequences under the IRR of RA No. 12009 on forfeiture of Bid Security or enforcement of Bid Securing Declaration and on Blacklisting.

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 the Bidder.

I/We understand that you are not bound to accept the Lowest Calculated Bid or any Bid you may receive.

I/We certify/confirm that we comply with the eligibility requirements pursuant to the PBD.

The undersigned is authorized to submit the bid on behalf of [Name of the Bidder] as evidenced by the attached [State the Written Authority].

I/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.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Signature over Printed Name]

[Position/Designation]

[Date]

Price Schedule for Goods

Name of Bidder _____ Project ID No. _____. Page _ of _____

Pricing Details for Goods Offered from Within the Philippines

1	2	3	4	5	6	7	8	9	10
Item	Description	Source of Domestic Product, as certified by the Relevant Agency	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)

Summary of Bid Prices

The Procuring Entity may modify the table below as necessary to comply with the requirements of the Procurement Project.

1	2	3	4
Item No.	Item	Particulars / Description	Total Amount

Name: _____

Signature: _____

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

Price Schedule for Goods

Name of Bidder _____ Project ID No. _____. Page _ of _____

Pricing Details for Goods Offered from Abroad

1	2	3	4	5	6	7	8	9
Item	Description	Country of origin	Quantity	Unit price CIF port of entry (specify port) or CIP named place (specify border point or place of destination)	Total CIF or CIP price per item (col. 4 x 5)	Unit Price Delivered Duty Unpaid (DDU)	Unit price Delivered Duty Paid (DDP)	Total Price delivered DDP (col 4 x 8)

Summary of Bid Prices

The Procuring Entity may modify the table below as necessary to comply with the requirements of a specific Project.

1	2	3	4
Item No.	Item	Particulars / Description	Total Amount

Name: _____

Signature: _____

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

Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Bid]

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

OMNIBUS SWORN STATEMENT

I, *[Name of Affiant]*, of legal age, *[Civil Status]*, *[Nationality]*, and with residence at *[Address of Affiant]*, after having been duly sworn in accordance with law, do hereby depose and state that:

1. *Select one, delete the others:*

- *If sole proprietorship:* I am the sole proprietor or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;
- *If 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]*;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *Select one, delete the others:*

- *If 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 *[Project Title]* of the *[Name of the Procuring Entity]* *[insert "as supported by the attached duly notarized Special Power of Attorney" for authorized representative]*;
- *If 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 *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable;
- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant 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 *[Project Title]* of the *[Name of the Procuring Entity]*;

Entity], as supported by the attached duly notarized Special Power of Attorney for authorized representative;

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;
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 others:*
 - *If sole proprietorship* : The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If partnership* : The partnership itself and the partners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If cooperative*: The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
 - *If corporation, or joint venture*: The corporation or joint venture itself, and officers, directors, and controlling stockholders of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

- *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;
7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations:* [Name of Bidder] declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.
 - *In case of Foreign Bidders:* [Name of Bidder] submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.
8. [Name of Bidder] complies with existing labor laws and standards; and
9. [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 [Project Title].
10. [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.

11. In case advance payment was made or given to *[Name of Bidder]*, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

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

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Affiant's Signature over Printed Name]

[Position/Designation]

[Date]

JURAT

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. _____.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

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 _____.

Bid Securing Declaration Form

[The duly accomplished form shall be submitted with the Bid if bidder opts to provide this type of bid security]

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

BID SECURING DECLARATION

Project Identification No.: Goods-2025-015

To: **Western Philippines University**

I/We, 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;

[Insert paragraph for Unsolicited Offer with Bid Matching]

I/We understand that upon conferment of the original offeror status under Section 30.6 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, the offeror shall submit a Bid Securing Declaration within ten (10) days from the receipt of the certificate of conferment;

- 2) Select one, delete the other:

- I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any Procuring Entity upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under 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 52.2 (a), 63.2, 69.1 and 100, except 100.3 (c), of the IRR of Republic Act No. 12009; without prejudice to other legal action the government may undertake; and

(For Unsolicited Offer with Bid Matching)

- I/We accept that: I/we will be automatically disqualified from any procurement opportunity of the Procuring Entity for a period of one (1) year on the first offense, two (2) years on the second offense, and perpetually on the third offense 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;

[Insert this paragraph for Unsolicited Offer with Bid Matching]

- b) Upon contract award and the LCCRB is not the original offeror; or
- c) I am/we are declared the bidder with the *[Insert Award Criterion²]* and I/we have furnished the performance security and signed the Contract.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s this ____ day of *[month]* *[year]* at *[place of execution]*.

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Signature over Printed Name]

[Position/Designation]

[Date]

JURAT

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. ____.

WITNESS MY HAND AND SEAL this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Notarial Commission No. _____

Notary Public for _____ until _____

Roll of Attorneys No. _____

PTR No. __, *[date issued]*, *[place issued]*

IBP No. __, *[date issued]*, *[place issued]*

Doc. No. _____

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Book No. _____

Series of _____

NET FINANCIAL CONTRACTING CAPACITY (NFCC)

- A. Summary of the Applicant Supplier's/Distributor's/Manufacturer's assets and liabilities on the basis of the attached income tax return and audited financial statement stamped "RECEIVED" by the Bureau of Internal Revenue or BIR authorized collecting agent, for the immediately preceding year.

		Year 20_____
A.	Total Assets	
B.	Current Assets	
C.	Total Liabilities	
D.	Current Liabilities	
E.	Net Worth (A-C)	
F.	Net Working Capital (B-D)	

- B. The Net Financial Contracting Capacity (NFCC) based on the above data is computed as follows:

NFCC = K (current asset – current liabilities) minus value of all outstanding works under ongoing contracts including awarded contracts yet to be started

NFCC = P_____

K = 15

ABC - Php 4,042,350.00

Herewith attached are certified true copies of the income tax return and audited financial statement: stamped "RECEIVED" by the BIR or BIR authorized collecting agent for the immediately preceding year.

Submitted by:

 Name of Supplier/Distributor/Manufacturer
 Signature of Authorized Representative

Date : _____

**Statement of all Ongoing Government and Private Contracts Including
Contracts Awarded but not yet Started**

[shall be submitted with the Bid]

Business Name: _____

Business Address: _____

Name of Client/Contact Person/Contact Number/Contact Email Address	Date of the Contract	Title of the Contract / Name of the Project	Kinds of Goods	Total Amount of Contract	Value of Outstanding Contract	Date of Delivery
<u>Government</u>						
<u>Private</u>						

Submitted by : _____

(Printed Name and Signature)

Designation : _____

Date : _____

Instructions:

- i. State ALL ongoing contracts including those awarded but not yet started (government [including the DBM] and private contracts which may be similar or not similar to the project being bidded) prior to September 22, 2025.
- ii. If there is no ongoing contract including those awarded but not yet started as of the aforementioned period, state none or equivalent term.
- iii. The total amount of the ongoing and awarded but not yet started contracts should be consistent with those used in the Net Financial Contracting Capacity (NFCC).

Statement of Single Largest Completed Contract which is Similar in Nature

[shall be submitted with the Bid]

Business Name: _____

Business Address: _____

Name of Client/Contact Person/Contact Number/Contact Email Address	Date of the Contract	Title of the Contract / Name of the Project	Kinds of Goods	Amount of Contract	Date of Acceptance	End User's Acceptance or Official Receipt(s) Issued for the Contract

Note: This statement shall be supported with:

1. Contract/Purchase Order
2. Certificate of Completion.
3. Certificate of Acceptance.

Submitted by : _____
(Printed Name and Signature)

Designation : _____

Date : _____