



**Republic of the Philippines**  
**NATIONAL ECONOMIC AND DEVELOPMENT AUTHORITY**  
 Regional Office No. IV- A (CALABARZON)  
 NEDA Region IV-A, Barangay Milagrosa, Calamba City, Laguna  
 Tel. No.(049) 502-0250



**REQUEST FOR QUOTATION**

**RFQ No. NEDA2024-04-0030**  
**Date: April 23, 2024**

**Name of Supplier:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Contact No.** \_\_\_\_\_

Sir/Madam:

Please quote your latest price(s) to the government that is **inclusive of government tax** on the following item(s). Bidders may use this form or the bidder's company stationery, duly signed by its authorized signatory/ies, and must be submitted personally to the address above or through email at 2023gs.neda4a@gmail.com on or before 12:00 noon of April 29, 2024. Bids should not exceed the approved budget for the contract in the amount of **PHP51,600.00**.

Very truly yours,

*Carmel P. Matabang*  
**CARMEL P. MATABANG**  
 Assistant Regional Director

Quantity	Unit	Description/Specification of Items	Estimated Unit Cost	Bid Offer
1	lot	Provision of packed meals for CALABARZON Regional Development Plan 2023-2028 Provincial Roadshow in Rizal Province on April 30, 2024		
		AM Snack (15 pax) Pancit bihon, lumpia, and kakanin with bottled water		
		Lunch (15 pax) Chicken cordon bleu, veggies, rice, dessert, juice in can		
		PM Snacks (300 pax) Pancit canton, lumpia, bottled water		
		flowing coffee and water		
		Submit with the quotation the following documents: <ul style="list-style-type: none"> <li>▪ Updated Mayor's/Business Permit</li> <li>▪ PhilGEPS Membership or Registration Number</li> <li>▪ Income/Business Tax Return</li> <li>▪ BIR Certificate of Registration 2303</li> <li>▪ Notarized Omnibus Sworn Statement</li> </ul>		
		<b>XXXNOTHING FOLLOWSXXX</b>		

We are pleased to quote on the foregoing list our lowest price(s) on item(s) indicated, the condition set forth above.

MARINEL S. MANALO  
 Canvassed by:

\_\_\_\_\_  
 Estimated by:  
 (Signature over Printed Name)  
 Position : \_\_\_\_\_  
 Tel. No. : \_\_\_\_\_

## 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

**SUBSCRIBED AND SWORN** to before me, in the city of \_\_\_\_\_,  
this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by the Affiant who is personally known to me and  
who exhibited his/her (any competent evidence of identity) issued by (issuing agency) on  
(date of issue) at (place of issue).

NOTARY PUBLIC

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