



PHILIPPINE NATIONAL OIL COMPANY

PNOC Building VI, Energy Center

Rizal Drive, BGC, Taguig City

Tel. No.: 8789 – 7662

www.philgeps.gov.ph / www.pnoc.com.ph

REQUEST FOR QUOTATION / PROPOSAL

The PHILIPPINE NATIONAL OIL COMPANY (PNOC) through its Bids and Awards Committee (BAC), invites all interested and PhilGEPS-registered suppliers / contractors / consultants to submit quotations / proposals for the following company requirements:

Date : **November 22, 2023**
Project Title : **Supply and Delivery of 2023 Christmas Package**
Reference No. : **2023-11-236**
Total ABC : **PhP906,859.32**
Submission Deadline : **November 29, 2023 / 10:00 AM**
Location : **PNOC Building 6, Energy Center, Rizal Drive, Bonifacio Global City, Taguig**

Accomplished **Price Quotation/Proposal and Compliance Form** may be submitted through registered or electronic mail to the PNOC Procurement Management Division at the above address or to procurement@pnoc.com.ph and cdbbool@pnoc.com.ph no later than the submission deadline together with the following documentary requirements and information:

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Signed Terms of Reference / Technical Specifications Sheet (if applicable)
- Latest Income/Business Tax Return
- Omnibus Sworn Statement "Annex A" (Unnotarized) copy may be submitted prior to submission deadline, but the notarized one shall be submitted after award or before payment).

The PNOC reserves the right to accept or reject any or all quotations/proposals or parts thereof, to waive formality therein or to accept such or to award any that are considered most advantageous to the company.

Thank you.


ATTY. GRACIELA M. BARLETA
Chairperson
Bids and Awards Committee

PRICE QUOTATION / PROPOSAL AND COMPLIANCE FORM

Supply and Delivery of 2023 Christmas Package

Item No.	UOM	Technical Specifications	QTY	BRAND / Model	Unit Price (Php)	Total Amount (Php)
Package 1						
1	btl	Coffee, Medium Roast, 200 grams ABC:PhP76,221.22	121			
2	pack	Coffee Creamer, 400 grams ABC:PhP15,224.80	121			
3	pack	Instant Powdered Choco Drink, 300 grams ABC:PhP12,196.29	121			
4	btl	Creamy Peanut Butter, 170 grams ABC:PhP11,029.76	121			
5	pack	Salad Macaroni, 400 grams ABC:PhP8,793.89	121			
6	btl	Mayonnaise, 470 ml ABC:PhP27,368.75	121			
7	can	Pineapple chunks in syrup, 822 grams ABC:PhP12,314.69	121			
8	can	Fruit cocktail in heavy syrup, 836 grams ABC:PhP11,255.34	121			
9	pack	All Purpose Cream, 250 ml ABC:PhP8,547.13	121			
10	pack	Spaghetti noodles, 900 grams ABC:PhP13,629.54	121			
11	pack	Spaghetti sauce, 900 grams ABC:PhP11,426.08	121			
12	can	Luncheon Meat, 340 grams ABC:PhP27,307.68	121			
13	can	Corned Beef, 380 grams ABC:PhP23,137.56	121			
14	can	Potato Chips (in can), sour cream and onion, 134 grams ABC:PhP12,868.05	121			
15	box	Chocolate Sticks w/ almond, 256 grams (32x8) ABC:PhP44,742.17	121			
16	pack	Creamy milk chocolate, 265 grams ABC:PhP34,146.13	121			
17	btl	Cream Cheese Spread, 500 grams ABC:PhP29,466.27	121			

18	pack	Chunky Cookie Family Size, 510 grams ABC:PhP44,742.17	121			
19	pack	Tortilla Chips Cheese, 16 oz ABC:PhP44,119.02	121			
20	pcs	Ham, 1 kg. Pure Premium Meat Glazed ABC:PhP74,941.27	121			
21	pcs	Edam Cheese Ball, 600 grams ABC:PhP94,924.44	121			
Package 2						
22	btl	Coffee, Medium Roast, 100 grams ABC:PhP40,241.44	132			
23	pack	Coffee Creamer, 400 grams ABC:PhP16,608.87	132			
24	btl	Creamy Peanut Butter, 170 grams ABC:PhP12,032.46	132			
25	can	Pineapple chunks in syrup, 822 grams ABC:PhP13,220.75	132			
26	can	Fruit Cocktail in Heavy Syrup, 836 grams ABC:PhP12,278.55	132			
27	pack	All Purpose Cream, 250 ml ABC:PhP9,324.14	132			
28	pack	Spaghetti noodles, 900 grams ABC:PhP14,868.59	132			
29	pack	Spaghetti sauce, 900 grams ABC:PhP12,521.92	132			
30	can	Corned Beef, 380 grams ABC:PhP25,240.97	132			
31	pack	Creamy milk chocolate, 265 grams ABC:PhP37,250.32	132			
32	box	Processed Filled Cheese Spread, 430 grams ABC:PhP18,873.97	132			
33	pcs	Jamon de Bola, 1 kg ABC:PhP55,995.13	132			
Total Amount of ABC = PhP906,859.32						
Schedule of Requirements:		15 Calendar Days upon receipt of Purchase Order				

TERMS AND CONDITIONS

1. **Payment Terms: Government Terms** - full payment upon completion of delivery/implementation, or subject to the conditions specified in the Scope of Works/Activities or Terms of Reference.
2. All entries shall be typed or written in a clear legible manner.

3. Bidder shall offer one (1) bid only. Alternative bids shall be rejected.
4. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document.
5. As a general rule, price quotations to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
6. In case of tie quotations, tie breaking shall be on draw lots or toss coin.
7. In case supplier pro forma quotation is submitted, conditions will be governed by the submitted signed Terms of Reference / Technical Specifications Sheet.
8. During evaluation of quotation/proposal, the project proponent may require additional documents to verify, validate and ascertain the compliance of the supplier/contractor or consultant.
9. Awarded per line item.

We undertake, if our Proposal is accepted, to supply/deliver the goods/services in accordance with the specifications and/or delivery schedule.

We agree to abide by this quotation/proposal for a period of thirty (30) calendar days, which is the price's validity period and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Contract or a Purchase Order is executed, this Quotation/Proposal shall be binding upon us. We understand that you are not bound to accept the lowest or any Proposal you may receive.

Signature over Printed Name : _____

Designation/Position : _____

Name of Organization : _____

Organization Address : _____

Tel No. / Mobile No. and Email Address : _____

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, **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 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. _____ 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 _____