



Republic of the Philippines  
**Metro Roxas Water District**  
MRWD Bldg., Km. 1, Roxas City 5800,  
Philippines  
Tel. # (036) 6210-737/ 6210-044/ 6215-474  
Telefax # (036) 6217-492

**BIDS AND AWARDS COMMITTEE**  
**INVITATION TO SUBMIT PRICE QUOTATIONS**  
**SMALL VALUE PROCUREMENT**  
**No. 050-2023**

The **METRO ROXAS WATER DISTRICT (MRWD)**, through its Bids and Awards Committee (BAC), invites Manufacturers/Suppliers/Distributors to submit Price Quotations for the hereunder project:

**Name of Project:** **SUPPLY AND DELIVERY OF VARIOUS ONE (1) UNIT CYLINDRICAL MIXING TANK WITH AGITATOR**

**Brief Description:** **ONE (1) UNIT CYLINDRICAL MIXING TANK WITH AGITATOR**

**Approved Budget for The Contract (ABC):** **P600,000.00**

**Source of Funds:** **MRWD CORPORATE BUDGET FOR FISCAL YEAR 2023**

**Mode of Procurement:** **SMALL VALUE 53.9**

**Delivery of Goods:** **WITHIN SIXTY (60) DAYS CALENDAR DAYS FROM RECEIPT OF PURCHASE ORDER**

**Place of Delivery/Services:** **MRWD BLDG. KM. 1, ROXAS CITY**

**Payment Term:** **WITHIN THIRTY (30) CALENDAR DAYS AFTER INSPECTION AND ACCEPTANCE**

The schedule of activities is listed, as follows:

<i>Activities</i>	<i>Schedules</i>
1. Advertisement	April 5-12, 2023
2. Deadline for the submission of Price Quotations	April 13, 2023 at 12:00 Noon
3. Opening of Price Quotation, Evaluation, and Post Qualification	April 13, 2023 at 2:00 P.M.

Note:

1. MRWD shall deal only with legitimate supplier/s that issue BIR-registered official receipts, with valid Mayor's Permit and DTI Business Name Registration Permit or Security and Exchange Commission (SEC) Registration Certificate, whichever may be appropriate under existing laws of the Philippines.
2. Quoted prices shall be inclusive of Value Added Tax and shall be firm and valid for not less than (30) days from the date of receipt of quotation.
3. Purchase Order may be awarded to supplier with the lowest price quotation. Provided, however, MRWD reserves the right to post-qualify any supplier and/or to reject any or all submitted quotations.
4. Delivered item is subject for inspection and acceptance.
5. Payment processing to commence only after inspection and acceptance by the Property/Supply Officer and Inspectorate Team.
6. Any quotation submitted after the deadline shall automatically be rejected and will not be accepted.
7. Certification from the bidder stating the fact that it has no delinquent delivery to Metro Roxas Water District

The MRWD Bids and Awards Committee reserves the right to accept or reject any bids, to waive minor informality in the quotations received, declare a failure of small value procurement for any justified and reasonable grounds, and to award the contract to the bidder whose bid, as evaluated by the BAC is the most advantageous offer for the District.

All bidders are requested to download in the Philippine Government Electronic System (PhilGEPS) the invitation to bid and the bidding documents, in compliance with Section 37.1.6 of the Revised Implementing Rules and Regulations (IRR) of R.A. No. 9184 for the posting of Notice of Award.

**(Originally Signed)**  
**TERESITA A. DELOTAVO**  
BAC Chairperson

Address: **Metro Roxas Water District**  
MRWD Bldg., Km. 1, Roxas City, Capiz  
Contact Person: **MARJORIE A. DELA CRUZ**  
Head- BAC Secretariat  
Tel. No. 6210-737 or 6210-044 local 125  
TeleFax No. (036) 6217-492 or 6217-382  
Email Address: marjorie.delacruz@metroroxaswd.gov.ph

Place(s) of Publication: PhilGEPS and MRWD Website (<http://metroroxaswd.gov.ph>), and MRWD BAC Bulletin Board.

*MRWD Bids and Awards Committee*



Republic of the Philippines  
**Metro Roxas Water District**  
 MRWD Bldg., Km. 1, Roxas City 5800, Philippines  
 Tel. # (036) 6210-737/ 6210-044/ 6215-474  
 Telefax # (036) 6217-492

## REQUEST FOR QUOTATION

**Company Name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**Tel. No.** \_\_\_\_\_  
**Fax No.** \_\_\_\_\_  
**Email Address:** \_\_\_\_\_

<b>PR No.:</b>	23-03-084
<b>Mode:</b>	Small Value 53.9
<b>APP Code</b>	254.III.B/1 06 03 110 G

Please quote your lowest government price for each of the following items specified below:

### Approved Budget for the Contract (A.B.C): **P600,000.00**

Item No.	Specifications	Quantity	Unit	Brand Name	Unit Cost	Total
1	<b>Cylindrical Mixing Tank with Agitator</b>  <b>Features:</b> <ol style="list-style-type: none"> <li>Mounting top entry of tank centre square mild steel plate</li> <li>With motor control panel board with cable wire</li> <li>With brochure and drawing/symatic drawing</li> <li>Include installation, testing and commissioning</li> <li>Six (6) month warranty</li> </ol> <b>Specification:</b> <ol style="list-style-type: none"> <li>AC Motor               <ol style="list-style-type: none"> <li>1.1 KW, 220V Ac, 60Hz</li> <li>Single phase</li> </ol> </li> <li>Fiber glass chemical mixing tank; For Poly aluminum chloride, Aluminum Sulfate, Chlorine Dioxide, Polymer</li> <li>Capacity-2000 liters</li> <li>Shafting material=SS 316</li> <li>Impeller 400mm diameter, double blade</li> <li>Shaft Length – 1.4 meter</li> <li>Speed = 200 rpm</li> <li>With complete spare parts such as: Double blade impeller, shafting 316 and AC motor</li> </ol>	1	Pc			

**GRAND TOTAL:** \_\_\_\_\_

Deadline of Submission: **April 13, 2023@ 12:00nn**

Place of Submission: **MRWD Bldg., BAC Office, Km.1, Roxas City**

### **INSTRUCTION TO BIDDERS:**

1. Bidder's must submit the following requirements;

/	<b>Valid Mayor's/Business Permit 2023;</b>
/	<b>Valid PhilGEPS Registration Certificate/Number</b> (if applicable Pursuant to Appendix A of RA 9184);
/	<b>Income/Business Tax Return</b> (if applicable Pursuant to Appendix A of RA 9184);
/	<b>Certificate of BIR Registration;</b>
/	<b>Valid and Current SEC/DTI Certificate; and</b>
/	<b>Omnibus Sworn Statement</b> (if applicable Pursuant to Appendix A of RA 9184).

2. Bids/Quotation may be submitted in a sealed envelope, thru fax at **6217- 492** and email us at

- [marjorie.delacruz@metroroxaswd.gov.ph](mailto:marjorie.delacruz@metroroxaswd.gov.ph) on or before the deadline of submission of bids.
3. DELIVERY PERIOD: **Within 60 Days upon receipt of P.O.** (Pls. State reason/justification if delivery cannot be made within the period herein stated);\_\_\_\_\_.
  4. Terms of Payment: **Within 30 Days after full delivery of goods;**
  5. Total price quoted above subject to withholding tax and payable check;
  6. Place of Delivery: **MRWD Bldg., Km.1, Roxas City.**

**NOTE:**

1. Price Quotation must be VAT inclusive.
2. Certification form the bidder stating the fact that it has no delinquent delivery to Metro Roxas Water District.
3. The BAC has the right to post-qualify and reject any bid with inferior specifications/quality.
4. Any Bid without/incomplete brand name of the product being offered shall be disqualified.

**(Originally Signed)**  
**MS. TERESITA A. DELOTAVO**  
Chairperson  
Bids and Awards Committee

\_\_\_\_\_  
Name of Bidder's Authorized Representative (Print Name)

\_\_\_\_\_  
Signature/Date

**(Originally Signed)**  
Canvassed By:  
**GIO CARLO DELFIN**

METRO ROXAS WATER DISTRICT  
Km. 1, Roxas City

BID FINANCIAL PROPOSAL

Supplier: \_\_\_\_\_ Date: \_\_\_\_\_  
Address : \_\_\_\_\_

Item No.	Qty	Unit	Description	Unit Price	Total Price
Total Bid Financial Proposal =					
Amount in words of the Total Bid Financial Proposal:					
Total Approved Budget for the Contract (ABC): ₱					
Prices quoted are FOB: <b>MRWD Bldg., Km. 1, Roxas City, Capiz.</b>					

Note: 1.) All entries must be type written.  
2.) Bidder sign over his Printed name and write his Tax Identification number on the space provided.  
MRWD reserves the right to reject any or all bids if it is found to be disadvantageous to the office.  
3.) Sixty (60) Calendar Days from receipt of Contract, Purchase Order and Notice to Proceed.  
4.) Price Validity shall be in a period of 90 to 120 calendar days from the date of the Opening of Bids.  
5.) Incomplete/patently incorrect data on the financial proposal shall be grounds for disqualification of submitted bids.

In case of dispute arising from this contract, Rule 18, Section 59 of the IRR of R.A.9184 shall apply.

After having carefully read and accepted your General Conditions, I/We quote you on the item at prices noted above.

Price quoted by:

_____ Supplier	_____ TIN
_____ Signature Over Printed Name	_____ Date
_____ Designation	_____ Tel. No./Fax No.

**Bid Form for the Procurement of Goods**  
*[shall be submitted with the Bid]*

**BID FORM**

Date : \_\_\_\_\_  
Project Identification No. : \_\_\_\_\_

To: *[name and address of Procuring Entity]*

Having examined the Philippine Bidding Documents (PBDs) including the Supplemental or Bid Bulletin Numbers *[insert numbers]*, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to *[supply/deliver/perform]* *[description of the Goods]* in conformity with the said PBDs for the sum of *[total Bid amount in words and figures]* or the total calculated bid price, as evaluated and corrected for computational errors, and other bid modifications in accordance with the Price Schedules attached herewith and made part of this Bid. The total bid price 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 herein or in the Price Schedules,

If our Bid is accepted, we undertake:

- a. to deliver the goods in accordance with the delivery schedule specified in the Schedule of Requirements of the Philippine Bidding Documents (PBDs);
- b. to provide a performance security in the form, amounts, and within the times prescribed in the PBDs;
- c. to abide by the Bid Validity Period specified in the PBDs and it shall remain binding upon us at any time before the expiration of that period.

*[Insert this paragraph if Foreign-Assisted Project with the Development Partner:*

Commissions or gratuities, if any, paid or to be paid by us to agents relating to this Bid, and to contract execution if we are awarded the contract, are listed below:

Name and address of agent	Amount or Currency	Purpose of Commission or gratuity
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_____	_____	_____
_____	_____	_____

(if none, state “None”) ]

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 us.

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

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

The undersigned is authorized to submit the bid on behalf of *[name of the bidder]* as evidenced by the attached *[state the written authority]*.

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.

Name:

\_\_\_\_\_

Legal capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

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

\_\_\_\_\_  
Bidder's/ Company Name

Technical Offer

METRO ROXAS WATER DISTRICT SPECIFICATION				BIDDER'S OFFER	
Item No.	Unit	Item Description	Quantity	REMARKS	REFERENCE (Brand/Manufacturers Name)

\_\_\_\_\_  
Bidder's/ Representative signature over printed name

\_\_\_\_\_  
Date Signed

PRODUCTION/ DELIVERY SCHEDULE

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

**ATTY. DANTE A. ARCANGELES**  
Acting General Manager  
Metro Roxas Water District  
Km. 1, Roxas City

Attention:     **TERESITA A. DELOTAVO**  
                    Chairperson  
                    Bids and Awards Committee

Sir:

        This is to officially inform your Office that we will deliver the items as stated in Section VI (Schedule of Requirements) of the bidding documents and reflected in our technical specification/ offer for the Contract on the supply and delivery of \_\_\_\_\_ for Metro Roxas Water District, if the Contract awarded to us, within \_\_\_\_\_ calendar days from receipt of Purchase Order (P.O) and Notice to Proceed.

Very truly yours,

\_\_\_\_\_  
Name of the Bidder/ Representative

\_\_\_\_\_  
Position

\_\_\_\_\_  
Bidder's/ Company Name



AUTHORITY OF SIGNATORY

SPECIAL POWER OF ATTORNEY

I, \_\_\_\_\_, Proprietor/Owner/Manager of \_\_\_\_\_, a sole proprietorship business address at \_\_\_\_\_, has made, constituted and appointed \_\_\_\_\_, of legal age, married/single, Filipino and a resident of \_\_\_\_\_, to be my true and lawful attorney-in fact, for me in my name, place and stead, to do, execute and perform any and all acts necessary and represent \_\_\_\_\_ in the bidding of **Metro Roxas Water District**; and that if awarded the project shall enter into a contract with the Metro Roxas Water District for the \_\_\_\_\_ as fully and effectively as I might do if personally present with full power of substitution and revocation and hereby confirming at that said representative shall lawfully do or cause to be done by virtue hereof.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2009 at \_\_\_\_\_.

_____	_____
Principal	Atty. In-fact
Signed in the Presence of:	
_____	_____

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)  
CITY OF ROXAS ) S.S.

BEFORE ME, a Notary Public for in \_\_\_\_\_ City, Philippines, this \_\_\_\_\_ day of \_\_\_\_\_, 2009, personally appeared:

NAME	CTC NO.	ISSUED AT/ON
_____	_____	_____
_____	_____	_____

known to me and known to be the same person who executed the foregoing instrument consisting of \_\_\_\_\_( ) pages, including the page whereon the acknowledgements is written and acknowledged before me that the same is his free and voluntary act and deed and that of the Corporation he represents.

WITNESS MY HAND AND NOTARIAL SEAL, at the place and on the date first above written.

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

Notary Public  
Until 31 December 2010  
PTR No. \_\_\_\_\_  
Issued at: \_\_\_\_\_  
Issued on: \_\_\_\_\_  
TIN No. \_\_\_\_\_

**AUTHORITY OF SIGNATORY**  
**SECRETARY'S CERTIFICATE**

I, \_\_\_\_\_, a duly elected and qualified Corporate Secretary of \_\_\_\_\_, a corporation duly organized and existing under and by virtue of the law of the \_\_\_\_\_, DO HEREBY CERTIFY, that:

I am familiar with the facts herein certified and duly authorized to certify the same;

At regular meeting of the Board of Directors of the said Corporation duly convened and held on \_\_\_\_\_ at which meeting a quorum was present and acting throughout, the following resolutions were approved, and the same have not been annulled, revoked and amended in any way whatever and are in full force and effect on the date hereof:

RESOLVED, that \_\_\_\_\_ be, as it hereby is, authorized to participate in the bidding of \_\_\_\_\_ (Project ID-No.) \_\_\_\_\_ by the Metro Roxas Water District; and that if awarded the project shall enter into a contract with the Metro Roxas Water District; and in connection therewith hereby appoint \_\_\_\_\_, acting as duly authorized and designated representatives of \_\_\_\_\_, are granted full power and authority to do, execute and perform any and all acts necessary and/or to represent \_\_\_\_\_ in the bidding as fully and effectively as the \_\_\_\_\_ might do if personally present with full power of substitution and revocation and hereby satisfying and confirming all that my said representative shall lawfully do or cause to be done by virtue hereof;

WITNESS the signature of the undersigned as such officer of the said \_\_\_\_\_ this \_\_\_\_\_.

\_\_\_\_\_  
**(Corporate Secretary)**

**ACNOWLEDGEMENT**

SUBSCRIBED AND SWORN to this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_ affiant exhibited to me his/her Community Tax Certificate No. \_\_\_\_\_ issued on \_\_\_\_\_ at \_\_\_\_\_, Philippines.

Notary Public  
Until 31 December 20 \_\_\_\_  
PTR No. \_\_\_\_\_  
Issued at: \_\_\_\_\_  
Issued on: \_\_\_\_\_  
TIN No. \_\_\_\_\_

Doc. No. \_\_\_\_\_  
Page No. \_\_\_\_\_  
Book No. \_\_\_\_\_  
Series of \_\_\_\_\_

**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

**[Jurat]**  
*[Format shall be based on the latest Rules on Notarial Practice]*

## **Bid Securing Declaration Form**

*[shall be submitted with the Bid if bidder opts to provide this form of bid security]*

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REPUBLIC OF THE PHILIPPINES)  
CITY OF \_\_\_\_\_) S.S.

### **BID SECURING DECLARATION** **Project Identification No.: *[Insert number]***

To: *[Insert name and address of the Procuring Entity]*

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.
2. I/We accept that: (a) I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of two (2) years upon receipt of your Blacklisting Order; and, (b) I/we will pay the applicable fine provided under Section 6 of 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 23.1(b), 34.2, 40.1 and 69.1, except 69.1(f), of the IRR of RA No. 9184; 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; and
  - c. I am/we are declared the bidder with the Lowest Calculated Responsive Bid, 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]*.

*[Insert NAME OF BIDDER OR ITS AUTHORIZED  
REPRESENTATIVE]  
[Insert signatory's legal capacity]  
Affiant*

**[Jurat]**

*[Format shall be based on the latest Rules on Notarial Practice]*

Statement of all Completed Government & Private Contracts which are Similar in Nature

Business Name : \_\_\_\_\_

Business Address : \_\_\_\_\_

Name of Contract	a. Owner's/Client's Name b. Address c. Telephone Nos.	Nature of Work Goods/Services delivered (Name of the Contract)			a. Amount at Award b. Amount at Completion c. Duration	a. Date Awarded b. Contract Effectivity c. Date Completed
			Total Amount of the Contract			
Government						
Private						

Note: This statement shall be supported with any of the following:

- 1 Notice of Award and/or Contract;
- 2 Notice to Proceed;
- 3 Certificate of Satisfaction issued by clients;
- 4 Purchase Orders, Certificate of Inspection and Acceptance, and/or any documents that can attest the veracity of the contracts.

Submitted by : \_\_\_\_\_  
(Printed Name & Signature)

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

LIST OF ONGOING AND COMPLETED CONTRACTS

Business Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_

Name of Contract/ Project Cost	a. Client's/ Costumer's Name b. Address c. Telephone Nos.	Nature of Work/Goods/ Services (Name of the Contract)	Bidder's Role		a. Date Awarded b. Date Started c. Date of Completion	% of Accomplishment		Value of Outstanding Works/Undelivered Portion
			Description	%		Planned	Actual	
<u>Government</u>								
<u>Private</u>								
Note: This statement shall be supported with any of the following:						Total Cost		

- 1 Notice of Award and/or Contract;
- 2 Notice to Proceed;
- 3 Certificate of Satisfaction issued by clients;
- 4 Purchase Orders, Certificate of Inspection and Acceptance, and/or any documents that can attest the veracity of the contracts.

Submitted by: \_\_\_\_\_  
(Printed Name & Signature)

Designation: \_\_\_\_\_

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