

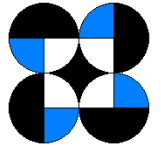


NATIONAL ACADEMY OF SCIENCE AND TECHNOLOGY, PHILIPPINES

3rd Level, Science Heritage Building, DOST Complex, Bicutan, Taguig, 1631 Metro Manila

Direct Lines: (632) 838-77-39/66/92; Trunklines (632) 837-2071 to 82 ext. 2170 to 76

Fax No.: (632) 837-3170; e-mail: secretariat@nast.ph URL: www.nast.ph



REQUEST FOR QUOTATION

Date: **September 23, 2020**

Quotation No. **2020-072**

Please quote your lowest price on the item/s listed below:

ONE (1) YEAR LICENSE SUBSCRIPTION FOR PDF READER & EDITOR AND MULTIMEDIA & CREATIVITY SOFTWARE

Requirements:

1. FIFTEEN (15) LICENSES OF PDF READER AND EDITOR

- Enables to view, create, manipulate, print and manage PDF Files
- Includes cloud services

2. TEN (10) LICENSES OF MULTIMEDIA AND CREATIVITY SOFTWARE

- Software can be used for graphic design, video editing, web development and photography
- Includes cloud services

ABC: P862,222.80

Sealed quotations/proposals may be delivered to:

The Chair, NAST Bids and Awards Committee
National Academy of Science and Technology
3rd Level Science Heritage Building, DOST Compound
Bicutan, Taguig City

The deadline for submission of quotation is on October 1, 2020 at 12:00 NN.

MS. VIRGINIA FRANCIA O. GAVICA

Administrative Officer I/

NAST-BAC Secretariat

Notes:

1. ALL ENTRIES MUST BE TYPEWRITTEN AND SIGNED BY THE COMPANY'S AUTHORIZED REPRESENTATIVE
2. PRICE VALIDITY SHALL BE FOR A PERIOD OF FIFTEEN (15) CALENDAR DAYS
3. **CERTIFICATE OF PHILGEPS REGISTRATION/PHILGEPS REGISTRATION NUMBER SHALL BE ATTACHED.**
4. NAST RESERVES THE RIGHT TO ACCEPT OR REJECT ANY OR ALL QUOTATIONS AND TO IMPOSE ADDITIONAL TERMS AND CONDITIONS IT MAY DEEM PROPER.
5. THIS IS A NEGOTIATED PROCUREMENT/SMALL VALUE PROCUREMENT BECAUSE THE ABC IS LESS THAN P1,000,000.00

LIST OF ELIGIBILITY REQUIREMENTS
(TO BE SUBMITTED TOGETHER WITH THE QUOTATION)

1. Mayor's Permit (latest)
2. Certificate of PhilGeps Registration/PhilGeps Registration Number.
3. Income/Business Tax Return.
4. Omnibus Sworn Statement

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 _____

* This form will not apply for WB funded projects.