

EARLY CHILDHOOD CARE AND DEVELOPMENT COUNCIL
4th Floor, Belvedere Tower, No. 15, San Miguel Avenue, Ortigas Center, Pasig City

Date: _____

REQUEST FOR QUOTATION**Gentlemen:**

Please quote your lowest government price (s), stating the shortest time of delivery on the item(s) listed below and submit your quotation duly signed by your representative through email or sealed envelope direct to the Chairperson, Bids and Award Committee or thru the authorized canvasser of this office not later than on for be February 17, 2025.

If you do not have the exact item on request, please feel free to offer the equivalent or possible substitute.

Very Truly yours,

NEQITAS D. LARGO
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 BAC, Chairperson

QTY	UNIT	Description	Unit Price	Total
1	LOT	Purchase of Google Workspace Business Starter Subscription for 50 ECCDC Staff for One (1) year		
		Duration: February 22, 2025 to February 22, 2026		
		License Coverage:		
		- Includes Gmail, Google Meet, Google Chat, Google Calendar, Google Drive, Google Docs, Google Sheet, Google Slides, Google Forms, Google Keep, Google Site, Google Drawings, Google Tasks, Google Contracts, Google Groups, Google Currents, Google Jamboard, Google Classroom, Google Identify Platform, Google Admin and Google Mobile Management		
		- Includes 30GB per user for emails, files and documents		
		- Includes Google Mobile Management to remotely protect and manage Android, IOS and other devices running the Google Chrome browser		
		- Includes 100% compliance to information security and data privacy requirements for user access and data storage (information rights management, multi-factor authentication, end-to-end encryption in-transit/at-rest, mandatory password rules, security key enforcement, and security logs)		
		- Includes Google Admin to centrally manage all your end users and groups, application for figuration, security settings and connected devices		
		- Includes full platform accessibility across any device running on all major desktop/mobile operating systems		
		- Includes 99.9% availability with zero scheduled downtime and SLA guarantee		
		- Includes 9x5 technical support for Google Workspace uptime and/or technical-related issues across email, Google Chat, direct phone, and SMS		
		Other requirement:		
		PhilGEPS Registration Number		
		Income/Business Tax Return		
		BIR Cert. of Registration		
		Latest Mayor's Permit/Business Permit		
		Omnibus Sworn Statement		
		Start of Subscription is on March 1, 2024		
		Quotation: Inclusive of Tax		
		Mode of Payment: Send Bill		
		Email Add: ndl@eccdcouncil.gov.ph/cora@eccdcouncil.gov.ph/bac@eccdcouncil.gov.ph		
		For any queries, you may Contact Nos. 8571-6833/8571-4615		

After having carefully read and accept your requirements, I/we quote you on the above items and bind ourselves to deliver the above articles and description within the specified dates. The quotations are good up to 60 calendar days.

SUPPLIER	
Signature	
Name/Designation	
Office/Company Name	
Address	
Telephone Nos.	
Email Add:	

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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]