



Republic of the Philippines
BANGSAMORO AUTONOMOUS REGION IN MUSLIM MINDANAO
BANGSAMORO PLANNING AND DEVELOPMENT AUTHORITY
Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600



REQUEST FOR QUOTATION

PROCUREMENT OF SECURITY SERVICES FOR THE BANGSAMORO PLANNING AND DEVELOPMENT AUTHORITY - BARMM

The BPDA-BARMM intends to procure delivery of security services in accordance with section 53.9 (Negotiated Procurement – Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184. The Approved Budget for the Contract (ABC) is **Nine Hundred Ninety Nine Thousand Eight Hundred Fifty Nine Pesos (Php 999,859.00)**.

LOT NO.	QUANTITY	ITEM DESCRIPTION	APPROVED BYDGET FOR THE CONTRACT
1	SIX (6) SECURITY GUARDS	SECURITY SERVICES FOR BPDA-BARMM	Php 999,859.00

Please quote your best offer for the items describe herein, subject to the Terms and Conditions provided at the last page of this Request for Quotation (RFQ). Submit your quotation manually and duly signed by your authorized representative at the Finance and Administrative Support Services on **March 24, 2023** of BPDA-BARMM, BPDA Bldg., Bangsamoro Government Center, Gov. Gutierrez Ave., RH-7, Cotabato City.

Five (5) set of documents certified to be true copies of the original shall be required. The envelope shall contain the name of the contract to be bid in capital letters and bear the name and address of the supplier in capital letters.

BPDA-BARMM Reserves the right to waive any formality in the responses to the eligibility requirements and to this invitation. BPDA further reserves the righth to reject any and all proposals, or declare a failure of bidding, or not award the contract and make no assurance that the contract shall be entered into as a result of this invitation without thereby incurring any liability in accordance with Republic Act (RA) No. 9184 and implementing Rules and Regulations.

For further information, please refer to:

*MR. ANWAR A. CASIMRA
Asst. Secretariat, Bids and Awards
Committee Special Development Fund
Bangsamoro Government Center, Gov. Gutierrez
Ave., Rosary Heights VII, Cotabato City
Tel. No. (064) 557-2795*



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Suppliers not directly invited may participate. The duly accomplished Proposal (Annex A, B, C, and D) shall be submitted on or before the deadline for submission of proposals or any extension thereof. The following supporting documents shall be also submitted during submission of offers:

1. *Mayor's Permit for the year 2023;*
2. *PhilGEPS Registration Number;*
3. *Omnibus Sworn Statement (Annexed "D") , and if applicable, Original Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative; or original special power of attorney of all members of the joint venture giving full power and authority tot its officer to signthe OSS and do acts to represent the Bidder;*
4. *Valid License to operate from Supervisory office for Security and Investigation Agency (SOSIA); and*
5. *Valid Philippine Association of Detective and Protective Agency Operator (PADPAO) certificate.*

PhilGEPS Platinum Registration Certificate with updated Annex A may be submitted in lieu of the eligibility documents 1 and 2.

Late submission of quotations shall not be accepted and considered.

ENGR. MOHAJIRIN T. ALI, MNSA
Bangsamoro Director General



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ANNEX "A"

Price Quotation Form

Date:

The Chairperson, Bids and Awards Committee
Bangsamoro Planning and Development Authority-BARMM
Finance and Administrative Support Services Bureau
Bangsamoro Government Center,
Cotabato City 9600

Ma'am/Sir:

Having examined the **Request for Quotation** the receipt of which is hereby duly acknowledged, the undersigned offers the **PROCUREMENT OF SECURITY SERVICES FOR BANGSAMORO PLANNING AND DEVELOPMENT AUTHORITY - BARMM** in conformity with the said Request for Quotation for the sums stated hereunder:

Lot No.	Item/Description	Procurement of Security Services for BPDA-BARMM
1	CONTRACT RATE DAILY WAGE	
	A. Amount Directly due to Guard per month Daily wage (DW) for 8 hours duty	
	○ Basic Salary (DW*No. of Days per year/12)	
	○ Night Differentials (Ave. pay/mo. *10 /3)	
	○ 13 th Month Pay (DW*365/12/12)	
	○ 5 Days Incentive Leave (DW*5/12)	
	○ Uniform Allowance (RA 5487)	
	Sub-Total A	
	B. Amount to Gov't in favor of Guard	
	○ Retirement Benefit (RA 7641)	
	○ Social Security System ER	
	○ Social Security System EC under ER	
	○ Philhealth	
	○ Pag-Ibig	
	Sub-Total B	
	C. Total Amount due to guard and due to the government in favor of guard (A+B)	
	D. Agency Fee	
	E. VAT	
	F. Minimum Contract Rate per guard (C+D)	
	G. Total no. Of months	
	H. Total no. of guards required	
	I. Total Bid Offer (F*G*H)	
	TOTAL Bid Amount	



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We undertake, if your Quotation is accepted, to perform the services/deliver the goods as identified in the Schedule of Requirements and Technical Specifications.

Until a formal Contract is prepared and executed, this Quotation, 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 or any Quotation you may receive.

Date

Company Name

Authorized Representative

Name/Signature

Address

Official Contact No.



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ANNEX "B"

Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter a delivery date which is the date of delivery to the project site.

Description	Quantity	Total	Duration
The Contractor shall provide the following manpower, tools and equipment, subject to random inspection of authorized Bangsamoro Planning and Development Authority official/representative:			
Security Guards	6	6	April 1, 2023 to December 31, 2023
Service Firearms:			
One (1) unit licensed cal. 45/38 or 9mm pistol with 14 live ammunitions	1	1	
Camera	1	1	
Flashlights with batteries	2	2	
Night Stick	2	2	
Handcuffs	2	2	
Medical Kit	2	2	
Rain Coat	2	2	
Rain Boots	2	2	
Umbrella	2	2	
Whistle	2	2	
Two-way radio	2	2	

I hereby commit to deliver the required quality and quantities upon receipt of the Notice to Proceed as indicated above.

Name of Company

Signature Over Printed Name
Of the Authorized Representative

Date



ANNEX "C"

Technical Specifications

Security Services

Specification	Bidders Statement of Compliance
<p>The Contractor shall maintain a satisfactory level of performance throughout the term of the contract based on the following set of performance criteria:</p> <ol style="list-style-type: none"> a. Quality of service delivered; b. Time management; c. Management and suitability of personnel; d. Contract administration and management; e. Provision of regular progress report; f. Attentiveness and presence of mind of guards on duty; and g. Compliance with Bangsamoro Planning and Development Authority instructions and policies. <p>The criteria above shall be used to assess quarterly the level of performance of the Security Agency and its Security Personnel as basis of continuity of the Contract.</p> <p>Required no. of Personnel & Deployment Schedule: 1. Two (2) Security Guard per shift to include Saturdays, Sundays and Legal Holidays or a total of six (6) security guards for three (3) shifts as follows: 6:00AM - 2:00PM 2:00PM - 10:00PM 10:00PM - 6:00AM</p> <p>Required company experience: At least Two (2) years</p> <p>The security guard should be paid by the contracting agency not lower than the P360 per day, incentive, night differential, uniform allowance and cola as prescribed by law.</p> <p>The security agency shall assign to the client uniformed and adequately trained security personnel with duly licensed firearms & sufficient ammunition at all times during the duty with adequate licenses and permits from appropriate government agencies and fully equipped with supplies necessary for the successful implementation of the job.</p> <p>The management of the Bangsamoro Planning and Development Authority shall be given full discretion in the selection of personnel to serve as security guards.</p> <p>Well-established company organizational set- up.</p> <p>With sufficient number of company personnel and equipment to perform the contract.</p> <p>With an established company security plan to execute the contract.</p>	



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I hereby certify that the statement of compliance to the foregoing technical specifications are true and correct, otherwise, if found to be false either during bid evaluation or post qualification, the same shall give rise to automatic disqualification of our bid.

Name of Company

Signature Over Printed Name
of Authorized Representative

Date



ANNEX D

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;



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[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]



TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of sixty (60) calendar days from the date of submission of quotation.
3. Price quotation/s, to be dominated in the Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the contract shall be rejected.
5. Award of contract shall be made to the lowest calculated and responsive quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
7. The Procuring Entity shall have the right to inspect and or test the goods to confirm their conformity to the technical specifications.
8. In case two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the procuring entity shall adopt and deploy "draw lots" as the tie breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
9. Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations. Please note that corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.
10. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day delay. The procuring entity shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Signature over Printed Name of Supplier

Position/Designation

-Office Telephone Number/Mobile No.

Email address/es