

24-02014 | 12 February 2024

RFQ/P No. / Date:

The following are the required document/s to be submitted as attachment/s to the quotation/proposal:

(Please submit the documents required to be submitted by the bidder pursuant to Annex "H"-Appendix A of Revised of The 2016 Revised IRR)

- 1 **Mayor's/Business Permit**
- 2 **PhilGEPS Registration Number**
- 3 **BIR Certificate of Registration (BIR Form No. 2303)**
- 4 **Notarized Omnibus Sworn Statement**
- 5 **Professional License/Curriculum Vitae for consulting services**

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for _____ calendar days upon receipt of the bid. Alternative bids shall be rejected.
- 4.
5. CIAP-BAC Technical Working Group may require you to submit documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
- 7.

TERMS OF REFERENCE

51 Y X 1

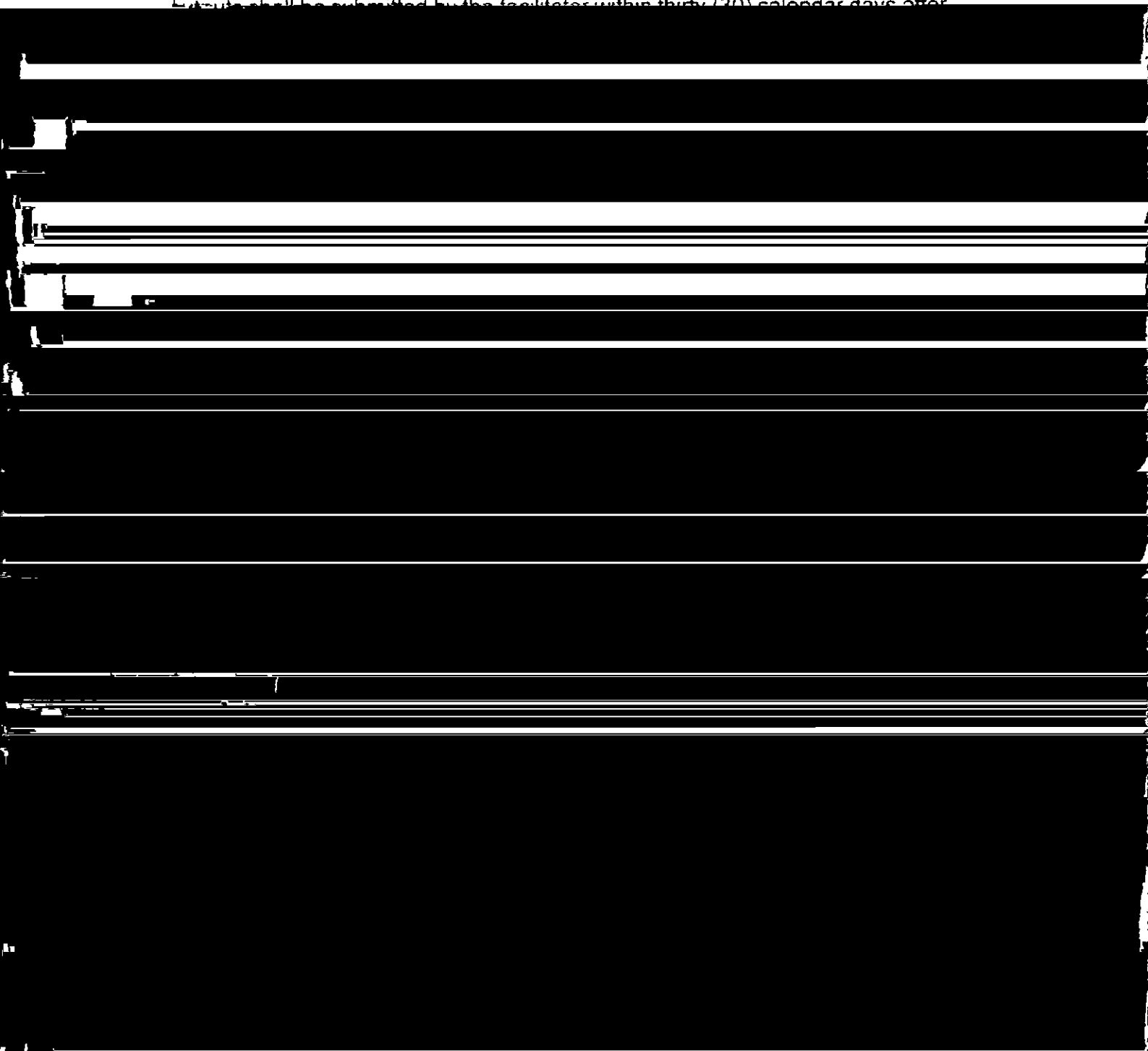
CIAP;

- b. Ensure signing of commitments for those listed in paragraph (d) of the objectives; and
- c. Ensure submission of post-planning outputs and final report.

IV. Expected Outputs:

- ❖ Approved and signed list of FY 2024 Programmed PAPs
- ❖ Approved updated CIAP Strategy Map
- ❖ CIAP Enterprise Scorecard
- ❖ Breakthrough Goals signed by all Executive Directors/Officer-in-Charge
- ❖ Revised/updated operational plans / roadmaps per Implementing Board

In addition to the documents mentioned above, final report and expected outputs shall be submitted by the facilitator within thirty (30) calendar days after



IX. **Mode of Payment**

Payment shall be endorsed to the Executive Director of CIAP, and the payment shall be released within 15 days to 60 days of receipt of bills of exchange.

X. **Guarantee/Advance**

The Bids are cash payments. Escrow/Retention and Retention/Retention Certificates are not applicable. The Bids are not subject to any advance payment. The Bids are not subject to any advance payment.

XI. **Availability of Bid and Bid Amount**

The various conditions of sale, including the Bid/advance payment, are available for inspection at the office of the Engineer/Procurement Officer, CIAP, at the address mentioned above. The Bids are not subject to any advance payment. The Bids are not subject to any advance payment.

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By: _____

Signature _____
