



REPUBLIC OF THE PHILIPPINES

PHILIPPINE COAST GUARD

139 25th Street, South Harbor, Port Area, 1018 Manila

REQUEST FOR QUOTATION

Date	:	20 December 2021
Project Title	:	Supply and Delivery OF NHQ-PCG Meals for Ballistics Testing of Newly Acquired Various Firearms
ITB No.	:	RFQ-1221-013
Brief Description	:	Supply and Delivery OF NHQ-PCG Meals for Ballistics Testing of Newly Acquired Various Firearms
Delivery Schedule	:	The meals must be delivered within Thirty-Four (34) Days from the date of receipt of the Notice to Proceed (NTP)
Approved Budget for the Contract (ABC)	:	One Million Four Hundred Twenty-Eight Thousand Pesos (PhP1,428,000.00).
Fee for the Sale of Request for Quotation (RFQ)	:	Complete details of the project are indicated in the RFQ which will be available to prospective bidders at the Coast Guard Procurement Service (CGPS) upon payment of the applicable fee for the sale of RFQ, pursuant to the latest Guidelines issued by the GPPB in the amount of Five Thousand Pesos (PhP5,000.00)
Schedule for Negotiations	:	December 27, 2021 (Monday), 4:00 P.M. Venue: Thru Video Conferencing via zoom (ZOOM ID: 717 723 7932 and Password: PCG-BAC)
Deadline for the Submission and Receipt of the Best Offer/s	:	December 29, 2021, 10:00 A.M. (Sealed Quotation) Venue: National Headquarters Philippine Coast Guard (NHQ-PCG), Coast Guard Procurement Service (CGPS)
Opening and Preliminary Examination of the Best Offer/s	:	December 29, 2021, 10:00 A.M. onwards Venue: National Headquarters Philippine Coast Guard (NHQ-PCG) Conference Room, 2F Admin Building, 139 25 th Street. Port Area, Manila 1018

Please submit the envelope containing the accomplished RFQ form and required documents to the Bids and Awards Committee (BAC), National Headquarters Philippine Coast Guard (NHQ-PCG) Conference Room, 2F Admin Building, 139 25th Street. Port Area, Manila 1018.

The envelope shall bear the following information in capital letters:

1. Title and reference number of the project; and
2. Name, address and contact details (telephone/cellphone numbers and/or e-mail address) of the Bidder.

Sir / Madam:

In accordance with the Technical Specifications and General Conditions for the aforementioned project stated herewith, kindly fill up and submit your lowest quotation.

For any inquiries or clarifications, please contact the Coast Guard Procurement Service at (+63) 967 249 1551 or (+63) 949 829 2292 and look for Mr. Bryan S. Bigalbal, Head BAC Secretariat.

Thank you.

CG RADM ROLANDO LIZOR N PUNZALAN JR
Chairman Bids and Awards Committee

Dear Sir/Ma'am:

In accordance with your request, following is our quotation for your requirement:

I. TECHNICAL SPECIFICATIONS

Name of Project: Supply and Delivery OF NHQ-PCG Meals for Ballistics Testing of Newly Acquired Various Firearms				
TECHNICAL SPECIFICATIONS AND/OR SCOPE OF WORK			Offered Technical Quotation Please fill up each row with either: "Comply" or "Not Comply". Kindly indicate the "Brand".	
ITEMS	Unit	Qty	Statement of Compliance	Brand Offered: _____
Morning Snacks - 1 snack (sandwich/burger/pa ncit/pasta/kakanin etc.) any kind of snack as long as it is "Halal" - 1 juice pack	pax	60		
Lunch - 1 Meat (chicken/beef) - 1 Fish - 1 Vegetables - 1 Rice - 1 Dessert - 1 Bottled water	pax	60		

Afternoon Snack - 1 snack (sandwich/burger/pa ncit/pasta/kakanin etc.) any kind of snack as long as it is “Halal” - 1 juice pack	pax	60		
			Statement of Compliance	
Requirement/s if awarded the contract:				
A. Delivery: 1. Project Completion Period: within Thirty-Four (34) calendar days from the date of receipt of the notice to proceed (NTP) 2. Project Site: PNP Crime Laboratory, NCR Police Camp Bagong Diwa, Taguig City. B. Additional Requirements 1. All meals must be served in a clean and sealed container (plastic/paper) with spoon and fork and tissue paper per pax. (Note: serving hot meals in a “Styrofoam Container” is not allowed) 2. Supplier must provide at least two (2) contact persons for coordination purposes. 3. Supplier must have completed similar contracts for the past two (2) years for meals services.				
Inspection and Acceptance 1. The supplier must inform PCG authorized representatives at least one (1) days prior to the delivery of goods at delivery place/site. 2. The PCG authorized representatives shall conduct judicious physical check on the requirement listed above				
Payment should be made after the complete delivery and acceptance.				

Notes:

- 1) No portion of the contract shall be sub-contracted-;**
- 2) Project shall be awarded as One (1) Project having several items that shall be awarded as one contract; and**

3) Price Quotation (unit and total prices) shall be rounded off up to two (2) decimal places.

II. FINANCIAL QUOTATION

Name of Project: Supply and Delivery OF NHQ-PCG Meals for Ballistics Testing of Newly Acquired Various Firearms				
TECHNICAL SPECIFICATIONS AND/OR SCOPE OF WORK			BEST OFFER/QUOTATION	
ITEMS	Qty	Unit	Unit Cost (VAT Exclusive, Zero-Rated Transaction)	Total Cost (VAT Exclusive, Zero-Rated Transaction)
Morning Snacks	pax	60		
Lunch	pax	60		
Afternoon Snack	pax	60		
Grand Total Cost for		PhP_____		
Amount in words of Grand Total Cost for		_____ _____		

VALIDITY OF OFFER: Ninety (90) calendar days from the date of Submission, Receipt, Opening and Preliminary Examination of Best Offer/Quotation

III. ADDITIONAL REQUIREMENTS:

Upon submission of your best offer, kindly also submit the following:

1. Valid and updated PhilGEPS Certificate of Registration and Platinum Membership in accordance with Section 8.5.2 of the 2016 Revised IRR of RA 9184, if registered under the Platinum category; Provided that all of the eligibility documents submitted to PhilGEPS are maintained and updated;

OR

In case any of the eligibility documents submitted to PhilGEPS is not updated, combination of a PhilGEPS Certificate of Registration and Platinum

Membership, with any of the valid/updated Class “A” Eligibility Documents shall be submitted:

- a. Securities and Exchange Commission (SEC) Registration Certificate for corporations, partnerships and/or joint ventures, Department of Trade and Industry (DTI) Registration Certificate for sole proprietorship, or Cooperative Development Authority (CDA) Registration Certificate for cooperatives;
- b. Valid Mayor’s Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.

In cases of recently expired Mayor’s/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for the renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184.

- c. Valid Tax Clearance Certificate per Executive Order (E.O.) No. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); and
- d. Audited Financial Statements (AFS), stamped “received” by the BIR or its duly accredited and authorized institutions, for the preceding calendar year. In case the AFS for the preceding calendar year is not yet available, said AFS should not be earlier than two (2) years from the deadline for the Submission and Receipt of Best Offer/s.

Provided that the winning bidder are obliged to notify PCG that it was able to ensure that all the aforesaid eligibility documents are current and updated in PhilGEPS at the earliest possible time but not later than the issuance of the Notice to Proceed (NTP).

OR;

In lieu of the PhilGEPS Certificate of Registration and Platinum Membership, bidders shall submit all of the proceeding valid and/or updated Class “A” Eligibility Documents; Provided that the bidder having the S/LCQ submit/s a valid and updated PhilGEPS Platinum Certificate of Registration and Membership within five (5) calendar days from receipt of the BAC notice of the S/LCQ during the post-qualification process:

- a. Securities and Exchange Commission (SEC) Registration Certificate for corporations, partnerships and/or joint ventures, Department of Trade and Industry (DTI) Registration Certificate for sole proprietorship, or Cooperative Development Authority (CDA) Registration Certificate for cooperatives;

- b. Valid Mayor's Permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas.

In cases of recently expired Mayor's/Business Permits, it shall be accepted together with the official receipt as proof that the bidder has applied for the renewal within the period prescribed by the concerned local government unit, provided that the renewed permit shall be submitted as a post-qualification requirement in accordance with Section 34.2 of the 2016 Revised IRR of R.A. 9184.

- c. Valid Tax Clearance Certificate per Executive Order (E.O.) No. 398, series of 2005, as finally reviewed and approved by the Bureau of Internal Revenue (BIR); and
- d. Audited Financial Statements (AFS), stamped "received" by the BIR or its duly accredited and authorized institutions, for the preceding calendar year. In case the AFS for the preceding calendar year is not yet available, said AFS should not be earlier than two (2) years from the deadline for the Submission and Receipt of Best Offer/s.

- 2. Omnibus Sworn Statement using the attached GPPB prescribed form.

The Omnibus Sworn Statement shall be supported by an attached document showing proof of authorization, e.g., original copy of a duly notarized Secretary's Certificate (in case of corporations, partnerships or joint ventures) or a Special Power of Attorney (in case of Sole Proprietor) attesting that the signatory is the duly authorized and designated representative of the prospective bidder, and granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the prospective bidder in the procurement process.

ADDITIONAL NOTES:

- 1. Bidders shall provide correct and accurate information required in this form.
- 2. Offers/quotations submitted exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- 3. The prices quoted are to be paid in Philippine Currency.
- 4. All prices quoted are INCLUSIVE of all applicable taxes [e.g. Value Added Tax (VAT), income tax, local taxes], fiscal duties, levies, government permits, fees, and other charges relative to the acquisition and delivery of items to PCG,

5. For the purpose of standardization of offer/quotations, this RFQ Form will prevail over all kinds and forms of offer/quotation. In case of price discrepancy over the amounts in words and in figures, the amount in words will prevail.
6. Please be reminded that alternative best offers/quotations/proposals shall not be allowed. Alternative best offers/quotations/proposals are defined as an offer by the prospective supplier in addition or as a substitute to its original quotation. A quotation/best offer with options is also considered as alternative quotation.
7. Award of contract shall be made to the supplier having the Single or Lowest Calculated and Responsive Quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
8. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
9. PCG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. To guarantee the faithful performance of the winning bidder's obligations, it shall post a Performance Security prior to the signing of the contract, in accordance with any of the following schedule:

Form of Security	Amount in Percentage of Total Contract Price
Cash or cashier's/manager's check issued by a Universal or Commercial Bank;	Five Percent (5%)
Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank; or	
Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorize to issue such security specific for the contract awarded.	Thirty Percent (30%)
Performance Securing Declaration	No amount required. Using the GPPB Prescribed Format duly attached herewith

The Performance Security shall remain valid until the issuance of Certificate of Acceptance (issuance of the IAR); Provided that PCG has no claims filed against the contract awardee or the surety or insurance company.

11. The winning supplier agrees to pay a penalty of at least equal to one-tenth of one percent (1/10 of 1%) of the cost of the unperformed portion for every day of delay, including non-working days (i.e. Saturday and Sunday), legal holidays

or special non-working holidays. PCG 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.

12. In order to assure that patent or latent defects shall be corrected by the Supplier, a warranty shall be required from the Supplier for a minimum period of three (3) months. The obligation for the warranty shall be covered by, at the Supplier's option, either retention money in an amount equivalent to at least one percent (1%) of every progress payment, or a special bank guarantee equivalent to at least one percent (1%) of the total Contract Price. The said amounts shall only be released after the lapse of the warranty period; provided, however, that the Supplies delivered are free from patent and latent defects and all the conditions imposed under this Contract have been fully met.
13. Other terms and conditions relative to the project are provided in the attached Purchase Order/Service Contract.

PROCEDURES:

1. Prospective bidders may download the Request for Quotations (RFQ) free of charge from the following websites: Philippine Coast Guard website (**www.coastguard.gov.ph**) and PhilGEPS website (**www.philgeps.gov.ph**) and may be allowed to submit their best offers/quotations provided that bidders shall pay the fee for the RFQ not later than the deadline for the Submission and Receipt of the Best Offers/Quotations.
2. Bidders, except those who have previously participated in the last two (2) failed biddings and Negotiated Procurement (Two-Failed Biddings), are required to pay the applicable fee for the sale of RFQ not later than the deadline for the Submission and Receipt of the Best Offers/Quotation. A copy of the PCG Official Receipt shall be presented as proof of payment.
3. The RFQ must be completed without any alterations to their format, and no substitute form shall be accepted. All blank spaces shall be filled in with the information requested.
4. Any requirements, guidelines, documents, clarifications, or other information relative to the negotiations that are communicated by the BAC to a supplier, contractor, or consultant shall be communicated on an equal basis to all other suppliers, contractors, or consultants engaging in negotiations with the BAC relative to the procurement.
5. The prospective bidders shall be given equal time and opportunity to negotiate and discuss the technical and financial requirements of the project to be able to submit a responsive quotation or proposal.

6. Technical Specifications/Scope of Work and additional Terms and Conditions of the program/project/activity shall be fully discussed during Negotiations. In case there are changes in the requirements and/or technical specifications made after the consultations/negotiations, these shall be communicated on an equal basis.
7. Bidders should be responsible for securing copies of the Supplemental/Bid Bulletins at the websites of Philippine Coast Guard and the PhilGEPS.
8. Copies of the Supplemental Bid Bulletins are also sent either through fax or electronic mail to all prospective bidders who purchased the RFQ.
9. Following completion of the negotiations, the BAC shall request all suppliers, contractors, or consultants in the proceedings to submit, on a specified date, time and venue, a best offer based on the final technical and financial requirements.
10. In all cases the best offer should be inclusive of all taxes, duties and levies and the total financial offer should not exceed the ABC.
11. During the Submission, Receipt, Opening and Preliminary Examination of the Best Offer/s, the BAC shall check the submitted best offer/s and other required documents using a non-discretionary _pass/fail criteria. The BAC shall check the submitted documents of each bidder against a checklist of required documents to ascertain if they are all present, using a non-discretionary "pass/fail" criterion. If a bidder submits the required document, it shall be rated "passed" for that particular requirement. In this regard, offer/s or proposal/s that fail to include any requirement or are incomplete or patently insufficient shall be considered as "failed". Otherwise, the BAC shall rate the best offer as "Passed".
12. All qualified bidders shall undergo detailed bid evaluation to check the completeness of their best offers/quotations/proposals and consider computational errors. During detailed evaluation of the best offer, PCG-BAC shall identify the bidder having the Lowest or Single Calculated Quotation/Best Offer (for goods or infrastructure projects) or Highest or Single Rated Proposal (for consulting services).
13. PCG-BAC shall select the successful offer on the basis of the best offer/s submitted by the bidder having the Lowest or Single Calculated Quotation/Best Offer (for goods or infrastructure projects) or Highest or Single Rated Proposal (for consulting services) which complies with PCG's requirements.
14. The BAC shall recommend award of contract to the Head of the Procuring Entity (HOPE) or its duly authorized representative in favor of the supplier, contractor or consultant determined to have the Single or Lowest Calculated and Responsive Quotation (for goods or infrastructure projects) or Single or Highest Rated and Responsive Proposal (for consulting services) at the bidders

calculated financial best offer or submitted financial best offer, whichever is lower.

15. In accordance with Government Procurement Policy Board (GPPB) Circular 06-2005 - Tie-Breaking Method, the BAC shall use a non-discretionary and non-discriminatory measure based on sheer luck or chance, which is "DRAW LOTS," in the event that two (2) or more bidders have been post-qualified and determined as the bidder having the Lowest Calculated and Responsive Offer/Quotation (for goods and infrastructure projects) or Highest Rated and Responsive Proposal (for consulting services) to determine the final bidder having the Lowest Calculated and Responsive Offer/Quotation (for goods and infrastructure projects) or Highest Rated and Responsive Proposal (for consulting services), based on the following procedures:
 - a) In alphabetical order, the bidders shall pick one rolled paper.
 - b) The lucky bidder who would pick the paper with a "CONGRATULATIONS" remark shall be declared as the winning bidder having the LCRB and recommended for award of the contract.
16. PCG reserves the right to accept or reject any offer/quotation, and to annul the procurement process and reject all offers/quotations at any time prior to contract award, without thereby incurring any liability to the affected bidder or bidders.

BIDDER'S COMMITMENT:

We hereby agree and bind ourselves to the terms and conditions herein specified, to the manner of procurement and evaluation set up by the Bids and Awards Committee (BAC), to the provisions of the Purchase Order / Contract and to the rules and regulations of the Government and Philippine Coast Guard.

We understand that Philippine Coast Guard is not bound to accept the lowest or any offer/quotation it may receive.

Very truly yours,

Signature over Printed Name

TIN: _____

Position

Company Represented

TIN: _____

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, 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 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.
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.

 Signatory Bidder's Representative/Authorized

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. _____ 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 _____

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

X-----X

PERFORMANCE SECURING DECLARATION

Invitation to Bid: [Insert Reference Number indicated in the Bidding Documents]

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

I/We, the undersigned, declare that:

1. I/We understand that, according to your conditions, to guarantee the faithful performance by the supplier/distributor/manufacturer/contractor/consultant of its obligations under the Contract, I/we shall submit a Performance Securing Declaration within a maximum period of ten (10) calendar days from the receipt of the Notice of Award prior to the signing of the Contract.
2. I/We accept that: I/we will be automatically disqualified from bidding for any procurement contract with any procuring entity for a period of one (1) year if in case it is my first offense, or two (2) years if I have a prior similar offense upon receipt of your Blacklisting Order if I/we have violated my/our obligations under the Contract.
14.1.
3. I/We understand that this Performance Securing Declaration shall cease to be valid upon:
 - a. issuance by the Procuring Entity of the Certificate of Final Acceptance, subject to the following conditions:
 - i. Procuring Entity has no claims filed against the contract awardee;
 - ii. It has no claims for labor and materials filed against the contractor; and
 - iii. Other terms of the contract; or
 - b. replacement by the winning bidder of the submitted PSD with a performance security in any of the prescribed forms under Section 39.2 of the 2016 IRR of RA No. 9184 as required by the end-user.

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'S AUTHORIZED
REPRESENTATIVE]*

[Insert Signatory's Legal Capacity]
Affiant

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. _____ 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 _____