



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 10440529  
**Procuring Entity** ANTI-MONEY LAUNDERING COUNCIL  
**Title** PROCUREMENT OF 36 pieces of Replacement Filters for the UVCare 7-stage Filtration Air Purifier  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	23-101	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Appliances	<b>Date Published</b>	21/12/2023
<b>Approved Budget for the Contract:</b>	PHP 252,000.00	<b>Last Updated / Time</b>	20/12/2023 15:52 PM
<b>Delivery Period:</b>	30 Day/s	<b>Closing Date / Time</b>	27/12/2023 01:00 AM
<b>Client Agency:</b>	ANTI-MONEY LAUNDERING COUNCIL		
<b>Contact Person:</b>	Froilan L. Cabarios Head, BAC Secretariat Rm 507, 5/F EDPC Bldg., BSP Complex Manila Metro Manila Philippines 1004 63-63-09957355445 fcabarios@amlc.gov.ph		

#### Description

PROCUREMENT OF 36 pieces of Replacement Filters for the UVCare 7-stage Filtration Air Purifier

**Created by** Froilan L. Cabarios  
**Date Created** 20/12/2023

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



Republic of the Philippines  
**ANTI-MONEY LAUNDERING COUNCIL**

**REQUEST FOR QUOTATION**

**Date:** 20 December 2023  
**RFQ No.:** 23-101-1

Gentlemen:

The **Anti-Money Laundering Council (AMLC)**, through its Bids and Awards Committee (BAC), intends to procure 36 pieces of Replacement Filters for the UVCare 7-stage Filtration Air Purifier through **Section 53.9 (Negotiated Procurement – Small Value Procurement)** of the 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184.

Please quote your **best offer** for the item/s described herein, subject to the Terms and Conditions and complete submission of documentary requirements provided under the attached Terms of Reference.

Submit your quotation duly signed by you or your duly authorized representative **not later than the deadline on 27 December 2023 at 12:00PM.**

For any clarification, you may contact us at telephone number (02) 8988-4536 or email [fcabarios@amlc.gov.ph](mailto:fcabarios@amlc.gov.ph)

**(Sgd) FROILAN L. CABARIOS**  
Account Officer

## TERMS OF REFERENCE

36 pieces of Replacement Filters for the UVCare 7-stage Filtration Air Purifier  
(Purchase Request No. 23-101)

### BRIEF DESCRIPTION

Procurement of 36 pieces of replacement filter for the air purifiers in the AMLC Secretariat, both in Main Office and Satellite Office.

The Approved Budget for the Contract (ABC) is Two Hundred Fifty-Two Thousand Pesos (PHP252,000.00) chargeable to Supplies and Materials – GAD related expenses under item No. 14 of the Supplemental 2023 Annual Procurement Plan.


### INSTRUCTIONS TO SUPPLIERS

#### *Form of Quotation:*

Suppliers<sup>1</sup> are required to submit its Quotation using the Prescribed Form (See **Pages 5-6**) by the Anti-Money Laundering Council (AMLC). Non-compliance with the prescribed forms shall be a ground for automatic disqualification.

#### *Documentary Requirements:*

The following documentary requirements should be submitted at the time of the submission of the Supplier's Quotation:

- Mayor's/Business Permit (BIR Certificate of Registration for individual supplier)
- PhilGEPS Registration Number/Certificate
-  Omnibus Sworn Statement with Secretary's Certificate [Use AMLC Prescribed Form, if applicable] (See **Pages 7-10**) and if applicable, Notarized Secretary's Certificate in case of a corporation, partnership, or cooperative [Use AMLC Prescribed Form] (See **Pages 7-10**); or Original Special Power of Attorney of all members of the joint venture giving full power and authority to its officer to sign the OSS and do acts to represent the Supplier.

#### *Submission of Quotation:*

The quotation and documentary requirements may be submitted electronically to:

Atty. Froilan L. Cabarios  
Head, BAC Secretariat  
[fcabarios@amlc.gov.ph](mailto:fcabarios@amlc.gov.ph)

### GENERAL CONDITIONS

#### *Quotation Price:*

Supplier's quotation shall be inclusive of all costs, applicable taxes and other incidental expenses, including, but not limited to notarial expenses.

---

<sup>1</sup> Or Service Providers (for procurement of services).

*Quotation Validity Period:*

Quotations shall be valid for thirty (30) calendar days from receipt by the BAC Secretariat.

*Delivery Period/Completion Period/Contract Period:*

Delivery period shall be within 30 calendar days after receipt of Purchase Order.

*Liquidated Damages:*

- A delay by the Supplier in the full delivery of the goods/services shall render the Supplier liable for liquidated damages, which shall be deducted by the AMLC from each payment or total contract price in case of one-time payment.
- Liquidated damages shall be equal to one-tenth (1/10) of one percent (1%) of the total contract price for every day of delay.

*Payment:*

- Payments shall be made only upon the issuance of the **Inspection and Acceptance Report (IAR)**<sup>2</sup> by the IAC.
- No payment shall be made for supplies and materials not yet delivered or services not yet rendered.
- The Supplier's request for payment shall be made in writing, accompanied by an invoice describing, as appropriate, the goods delivered and/or services performed, and by documents submitted pursuant, and upon fulfillment of other obligations stipulated in these Terms of Reference.
- Payments shall be made promptly by the AMLC within thirty (30) days from issuance of the IAR by the IAC.
- The currency in which payment is to be made shall be in Philippine Pesos.

*Warranty:*

- The Supplier warrants that the goods supplied are new, unused, of the most recent or current models, and that they incorporate all recent improvements in design and materials. The Supplier also warrants that all goods supplied shall have no patent or latent defect, arising from design, materials, or workmanship or from any act or omission of the Supplier that may develop under normal use of the supplied goods in the conditions prevailing in the country of final destination. The Supplier further warrants that the goods supplied is fit for the use for which it was intended.
- The AMLC shall promptly notify the Supplier in writing of any claims arising under the warranty. Upon receipt of such notice, the Supplier shall, within 30 days and with all reasonable speed, repair or replace the defective goods or parts thereof, without costs to the AMLC. If the Supplier, having been notified, fails to remedy

---

<sup>2</sup> Certificate of Acceptance (for Consultancy Services).

the defects within the period specified in the contract, the AMLC may proceed to call upon the warranty security, without prejudice to any other rights which it may have against the Supplier under these Terms of Reference and under the applicable law.

**TECHNICAL SPECIFICATIONS:**

Item	Specification	Units	Delivery Schedule
1	Filter Replacement <ul style="list-style-type: none"><li>- Includes both H13 &amp; Carbon Filter</li><li>- Compatible with UVCare 7-stage filtration air purifier</li><li>- Instantly kills SARS-CoV-2 virus</li></ul>	36 pcs	Within 45 days upon issuance of Purchase Order

**OTHER REQUIREMENTS/CONDITIONS (IF ANY):**

*Supplementary Application of the Civil Code and the Procurement Law:*

In the absence of express provision in these Terms of Reference, the mandatory provisions of the New Civil Code and the Government Procurement Reform Act shall have supplementary application in the contract between the AMLC and the winning Supplier. **[Note:** This provision is mandatory]

**The Purchase Order, together with the Purchase Request, these Terms of Reference, Supplier's Quotation, and Notice of Award, shall constitute the Agreement between the AMLC and the winning Supplier to which the contract will be awarded.**

  
**RENZ MYRON M. MANAHAN**  
Member, GFPS

\_\_\_\_\_  
End-User Representative

## QUOTATION FORM

Date: \_\_\_\_\_  
RFQ No.: 23-101-1

To: **BIDS AND AWARDS COMMITTEE**  
Anti-Money Laundering Council  
Room 507, 5/F, EDPC Building, BSP Complex  
Malate, Manila

Gentlemen:

Having examined the Request for Quotation, including the attached Terms of Reference (TOR), the receipt of which is hereby duly acknowledged, the undersigned, on behalf of the Supplier, offers to the following Quotation:

<b>36 pieces of Replacement Filters for the UVCare 7-stage Filtration Air Purifier</b>			
<b>TECHNICAL SPECIFICATIONS / SCOPE OF WORK*</b>	<b>YES</b>	<b>NO</b>	<b>REMARKS</b>
<b>Quantity:</b> 36 pieces			
<b>Specifications:</b> <ul style="list-style-type: none"><li>- Includes both H13 &amp; Carbon Filter</li><li>- Compatible with UVCare 7-stage filtration air purifier</li><li>- Instantly kills SARS-CoV-2 virus</li></ul>			

*\* Kindly put "✓" mark in the "YES/NO" column as may be appropriate to signify compliance with each technical specification and requirement*

### FINANCIAL OFFER:

**Terms of Payment:**

*Payment shall be made through Land Bank's LDDAP-ADA/Bank Transfer facility, within thirty (30) days after Submission of Billing and User Acceptance of the product. Bank Transfer fee shall be charged against the creditor's account.*

**Payment Details:**

Banking Institution: \_\_\_\_\_  
Account Number: \_\_\_\_\_  
Account Name : \_\_\_\_\_  
Branch: \_\_\_\_\_

Please quote your **best offer** for the item/s below. Please do not leave any blank items. Indicate "0" if item being offered is for free.

36 pieces of Replacement Filters for the UVCare 7-stage Filtration Air Purifier		
ABC: Two Hundred Fifty-Two Thousand Pesos (Php252,000.00)		
Quantity (A)	Offered Price per Unit (B)	TOTAL OFFERED QUOTATION (A x B)
36 pcs.	PHP _____	<b>In Words:</b> _____ _____ _____  <b>In Figures: PHP</b> _____

We agree to abide by this Quotation for the Quotation Validity Period specified in TOR and it shall remain binding upon us and may be accepted at any time before the expiration of that period.

Until a Purchase Order is received by the Supplier, this Quotation, together with your Notice of Award, shall be binding upon us.

We understand that you are not bound to accept the Lowest Calculated Quotation or any Quotation you may receive.

The Supplier certifies/confirms that it agrees and complies with the requirements and conditions under the Terms of Reference.

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 2023.

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position/Designation

\_\_\_\_\_  
Name of Entity

\_\_\_\_\_  
Office Address

\_\_\_\_\_  
Office Telephone/Fax/Mobile Nos.

\_\_\_\_\_  
Email address/es

## 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 Supplier] 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 Supplier];

2. **Select one, delete the other:**

*If a sole proprietorship:* As the owner and sole proprietor, or authorized representative of [Name of Supplier], 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 Anti-Money Laundering Council (AMLC), as shown in the attached duly notarized [Secretary's Certificate or 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 AMLC, 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 Supplier] 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 Supplier] 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 Supplier] 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 Supplier] complies with existing labor laws and standards; and
8. [Name of Supplier] 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 Supplier] 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 on \_\_\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Supplier's Authorized Representative

**SUBSCRIBED AND SWORN** to before me on \_\_\_\_\_ at \_\_\_\_\_, 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 on \_\_\_\_\_.

NOTARY PUBLIC

Doc. No. [ ]  
Page No. [ ]  
Book No. [ ]  
Series of 2020

**Secretary's Certificate**

---

I, \_\_\_\_\_, of legal age, [*single/married*], Filipino and with address at after having being sworn in accordance with law, do hereby CERTIFY that:

1. I am the incumbent and duly designated Corporate Secretary of [*business/company name*], organized and existing in accordance with law, with principal office address at [*business/company address*];
2. As Corporate Secretary, I am the custodian of the corporate books and records, including the Minutes of Meetings and Resolutions of the Board of Directors;
3. The Board of Directors issued Board Resolution No. \_\_\_\_\_ dated \_\_\_\_\_, authorizing **Mr./Ms. [*name of representative*]**, whose signature and initial appears below, to 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 Anti-Money Laundering Council;**

\_\_\_\_\_  
Signature of Representative

\_\_\_\_\_  
Initial of Representative

4. That the above-cited authorization has not been amended, modified and/or superseded and is therefore still in full force and effect;
5. This certification is being issued to attest to the truth of the foregoing.

IN WITNESS WHEREOF, I/We have hereunto set my/our hand/s on \_\_\_\_\_ at

\_\_\_\_\_.

\_\_\_\_\_  
Corporate Secretary

**SUBSCRIBED AND SWORN** to before me on \_\_\_\_\_ at \_\_\_\_\_, 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 on \_\_\_\_\_.

NOTARY PUBLIC

Doc. No. [ ]  
Page No. [ ]  
Book No. [ ]  
Series of 2020