



REPUBLIC OF THE PHILIPPINES  
QUEZON CITY GOVERNMENT  
BIDS AND AWARDS COMMITTEE –  
GOODS AND SERVICES



# **PHILIPPINE BIDDING DOCUMENTS**

(As Harmonized with Development Partners)

## **HOTEL ACCOMMODATIONS AND OTHERS**

LINE 1: HOTEL ACCOMMODATION AND OTHERS

LINE 2: HOTEL ACCOMMODATION AND OTHERS

LINE 3: HOTEL ACCOMMODATION AND OTHERS

LINE 4: HOTEL ACCOMMODATIONS AND OTHERS FOR QUEZON CITY BARANGAY HEALTH  
EMERGENCY RESPONSE TEAM (BHERT) CAPACITY BUILDING TRAINING/SEMINAR

**PROJECT NO. QCDDRRMO-25-HLMF-0590**

**Government of the Republic of the Philippines**

**Sixth Edition  
July 2020**

# Preface

These Philippine Bidding Documents (PBDs) for the procurement of Goods through Competitive Bidding have been prepared by the Government of the Philippines for use by any branch, constitutional commission or office, agency, department, bureau, office, or instrumentality of the Government of the Philippines, National Government Agencies, including Government-Owned and/or Controlled Corporations, Government Financing Institutions, State Universities and Colleges, and Local Government Unit. The procedures and practices presented in this document have been developed through broad experience, and are for mandatory use in projects that are financed in whole or in part by the Government of the Philippines or any foreign government/foreign or international financing institution in accordance with the provisions of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184.

The Bidding Documents shall clearly and adequately define, among others: (i) the objectives, scope, and expected outputs and/or results of the proposed contract or Framework Agreement, as the case may be; (ii) the eligibility requirements of Bidders; (iii) the expected contract or Framework Agreement duration, the estimated quantity in the case of procurement of goods, delivery schedule and/or time frame; and (iv) the obligations, duties, and/or functions of the winning bidder.

Care should be taken to check the relevance of the provisions of the PBDs against the requirements of the specific Goods to be procured. If duplication of a subject is inevitable in other sections of the document prepared by the Procuring Entity, care must be exercised to avoid contradictions between clauses dealing with the same matter.

Moreover, each section is prepared with notes intended only as information for the Procuring Entity or the person drafting the Bidding Documents. They shall not be included in the final documents. The following general directions should be observed when using the documents:

- a. All the documents listed in the Table of Contents are normally required for the procurement of Goods. However, they should be adapted as necessary to the circumstances of the particular Procurement Project.
- b. Specific details, such as the “*name of the Procuring Entity*” and “*address for bid submission*,” should be furnished in the Instructions to Bidders, Bid Data Sheet, and Special Conditions of Contract. The final documents should contain neither blank spaces nor options.
- c. This Preface and the footnotes or notes in italics included in the Invitation to Bid, Bid Data Sheet, General Conditions of Contract, Special Conditions of Contract, Schedule of Requirements, and Specifications are not part of the text of the final document, although they contain instructions that the Procuring Entity should strictly follow.
- d. The cover should be modified as required to identify the Bidding Documents as to the Procurement Project, Project Identification Number, and Procuring Entity, in addition to the date of issue.

- e. **Modifications for specific Procurement Project details should be provided in the Special Conditions of Contract as amendments to the Conditions of Contract. For easy completion, whenever reference has to be made to specific clauses in the Bid Data Sheet or Special Conditions of Contract, these terms shall be printed in bold typeface on Sections I (Instructions to Bidders) and III (General Conditions of Contract), respectively.**
- f. **For guidelines on the use of Bidding Forms and the procurement of Foreign-Assisted Projects, these will be covered by a separate issuance of the Government Procurement Policy Board.**

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# ***Glossary of Acronyms, Terms, and Abbreviations***

**ABC** – Approved Budget for the Contract.

**BAC** – Bids and Awards Committee.

**Bid** – A signed offer or proposal to undertake a contract submitted by a bidder in response to and in consonance with the requirements of the bidding documents. Also referred to as *Proposal* and *Tender*. (2016 revised IRR, Section 5[c])

**Bidder** – Refers to a contractor, manufacturer, supplier, distributor and/or consultant who submits a bid in response to the requirements of the Bidding Documents. (2016 revised IRR, Section 5[d])

**Bidding Documents** – The documents issued by the Procuring Entity as the bases for bids, furnishing all information necessary for a prospective bidder to prepare a bid for the Goods, Infrastructure Projects, and/or Consulting Services required by the Procuring Entity. (2016 revised IRR, Section 5[e])

**BIR** – Bureau of Internal Revenue.

**BSP** – Bangko Sentral ng Pilipinas.

**Consulting Services** – Refer to services for Infrastructure Projects and other types of projects or activities of the GOP requiring adequate external technical and professional expertise that are beyond the capability and/or capacity of the GOP to undertake such as, but not limited to: (i) advisory and review services; (ii) pre-investment or feasibility studies; (iii) design; (iv) construction supervision; (v) management and related services; and (vi) other technical services or special studies. (2016 revised IRR, Section 5[i])

**CDA** - Cooperative Development Authority.

**Contract** – Refers to the agreement entered into between the Procuring Entity and the Supplier or Manufacturer or Distributor or Service Provider for procurement of Goods and Services; Contractor for Procurement of Infrastructure Projects; or Consultant or Consulting Firm for Procurement of Consulting Services; as the case may be, as recorded in the Contract Form signed by the parties, including all attachments and appendices thereto and all documents incorporated by reference therein.

**CIF** – Cost Insurance and Freight.

**CIP** – Carriage and Insurance Paid.

**CPI** – Consumer Price Index.

**DDP** – Refers to the quoted price of the Goods, which means “delivered duty paid.”

**DTI** – Department of Trade and Industry.

**EXW** – Ex works.

**FCA** – “Free Carrier” shipping point.

**FOB** – “Free on Board” shipping point.

**Foreign-funded Procurement or Foreign-Assisted Project**– Refers to procurement whose funding source is from a foreign government, foreign or international financing institution as specified in the Treaty or International or Executive Agreement. (2016 revised IRR, Section 5[b]).

**Framework Agreement** – Refers to a written agreement between a procuring entity and a supplier or service provider that identifies the terms and conditions, under which specific purchases, otherwise known as “Call-Offs,” are made for the duration of the agreement. It is in the nature of an option contract between the procuring entity and the bidder(s) granting the procuring entity the option to either place an order for any of the goods or services identified in the Framework Agreement List or not buy at all, within a minimum period of one (1) year to a maximum period of three (3) years. (GPPB Resolution No. 27-2019)

**GFI** – Government Financial Institution.

**GOCC** – Government-owned and/or –controlled corporation.

**Goods** – Refer to all items, supplies, materials and general support services, except Consulting Services and Infrastructure Projects, which may be needed in the transaction of public businesses or in the pursuit of any government undertaking, project or activity, whether in the nature of equipment, furniture, stationery, materials for construction, or personal property of any kind, including non-personal or contractual services such as the repair and maintenance of equipment and furniture, as well as trucking, hauling, janitorial, security, and related or analogous services, as well as procurement of materials and supplies provided by the Procuring Entity for such services. The term “related” or “analogous services” shall include, but is not limited to, lease or purchase of office space, media advertisements, health maintenance services, and other services essential to the operation of the Procuring Entity. (2016 revised IRR, Section 5[r])

**GOP** – Government of the Philippines.

**GPPB** – Government Procurement Policy Board.

**INCOTERMS** – International Commercial Terms.

**Infrastructure Projects** – Include the construction, improvement, rehabilitation, demolition, repair, restoration or maintenance of roads and bridges, railways, airports, seaports, communication facilities, civil works components of information technology projects, irrigation, flood control and drainage, water supply, sanitation, sewerage and solid waste management systems, shore protection, energy/power and electrification facilities, national buildings, school buildings, hospital buildings, and other related construction projects of the government. Also referred to as *civil works or works*. (2016 revised IRR, Section 5[u])

**LGUs** – Local Government Units.

**NFCC** – Net Financial Contracting Capacity.

**NGA** – National Government Agency.

**PhilGEPS** - Philippine Government Electronic Procurement System.

**Procurement Project** – refers to a specific or identified procurement covering goods, infrastructure project or consulting services. A Procurement Project shall be described, detailed, and scheduled in the Project Procurement Management Plan prepared by the agency

which shall be consolidated in the procuring entity's Annual Procurement Plan. (GPPB Circular No. 06-2019 dated 17 July 2019)

**PSA** – Philippine Statistics Authority.

**SEC** – Securities and Exchange Commission.

**SLCC** – Single Largest Completed Contract.

**Supplier** – refers to a citizen, or any corporate body or commercial company duly organized and registered under the laws where it is established, habitually established in business and engaged in the manufacture or sale of the merchandise or performance of the general services covered by his bid. (Item 3.8 of GPPB Resolution No. 13-2019, dated 23 May 2019). Supplier as used in these Bidding Documents may likewise refer to a distributor, manufacturer, contractor, or consultant.

**UN** – United Nations.

## ***Section I. Invitation to Bid***

### **Notes on the Invitation to Bid**

The Invitation to Bid (IB) provides information that enables potential Bidders to decide whether to participate in the procurement at hand. The IB shall be posted in accordance with Section 21.2 of the 2016 revised IRR of RA No. 9184.

Apart from the essential items listed in the Bidding Documents, the IB should also indicate the following:

- a. The date of availability of the Bidding Documents, which shall be from the time the IB is first advertised/posted until the deadline for the submission and receipt of bids;
- b. The place where the Bidding Documents may be acquired or the website where it may be downloaded;
- c. The deadline for the submission and receipt of bids; and
- d. Any important bid evaluation criteria (e.g., the application of a margin of preference in bid evaluation).

The IB should be incorporated in the Bidding Documents. The information contained in the IB must conform to the Bidding Documents and in particular to the relevant information in the Bid Data Sheet.



## ***Section II. Instructions to Bidders***

### **Notes on the Instructions to Bidders**

This Section on the Instruction to Bidders (ITB) provides the information necessary for bidders to prepare responsive bids, in accordance with the requirements of the Procuring Entity. It also provides information on bid submission, eligibility check, opening and evaluation of bids, post-qualification, and on the award of contract.

## 1. Scope of Bid

The Procuring Entity, **Quezon City Local Government** wishes to receive Bids for the **HOTEL ACCOMMODATIONS AND OTHERS** with identification number **QCDRRMO-25-HLMF-0590**.

*[Note: The Project Identification Number is assigned by the Procuring Entity based on its own coding scheme and is not the same as the PhilGEPS reference number, which is generated after the posting of the bid opportunity on the PhilGEPS website.]*

The Procurement Project (referred to herein as "Project") is composed of **four (4) line items**, the details of which are described in Section VII (Technical Specifications).

## 2. Funding Information

2.1. The GOP through the source of funding as indicated below for **2025** in the amount of **FIFTY MILLION EIGHTY-TWO THOUSAND EIGHT HUNDRED THIRTY-NINE PESOS AND 00/100 ONLY (Php50,082,839.00)**.

2.2. The source of funding is:

a. LGUs, the Annual or Supplemental Budget, as approved by the Sanggunian.

## 3. Bidding Requirements

The Bidding for the Project shall be governed by all the provisions of RA No. 9184 and its 2016 revised IRR, including its Generic Procurement Manuals and associated policies, rules and regulations as the primary source thereof, while the herein clauses shall serve as the secondary source thereof.

Any amendments made to the IRR and other GPPB issuances shall be applicable only to the ongoing posting, advertisement, or **IB** by the BAC through the issuance of a supplemental or bid bulletin.

The Bidder, by the act of submitting its Bid, shall be deemed to have verified and accepted the general requirements of this Project, including other factors that may affect the cost, duration and execution or implementation of the contract, project, or work and examine all instructions, forms, terms, and project requirements in the Bidding Documents.

## 4. Corrupt, Fraudulent, Collusive, and Coercive Practices

The Procuring Entity, as well as the Bidders and Suppliers, shall observe the highest standard of ethics during the procurement and execution of the contract. They or through an agent shall not engage in corrupt, fraudulent, collusive, coercive, and obstructive practices defined under Annex "I" of the 2016 revised IRR of RA No. 9184 or other integrity violations in competing for the Project.

## 5. Eligible Bidders

5.1. Only Bids of Bidders found to be legally, technically, and financially capable will be evaluated.

5.2. Foreign ownership exceeding those allowed under the rules may participate pursuant to:

- i. When a Treaty or International or Executive Agreement as provided in Section 4 of the RA No. 9184 and its 2016 revised IRR allow foreign bidders to participate;
- ii. Citizens, corporations, or associations of a country, included in the list issued by the GPPB, the laws or regulations of which grant reciprocal rights or privileges to citizens, corporations, or associations of the Philippines;
- iii. When the Goods sought to be procured are not available from local suppliers; or
- iv. When there is a need to prevent situations that defeat competition or restrain trade.

5.3. Pursuant to Section 23.4.1.3 of the 2016 revised IRR of RA No.9184, the Bidder shall have an SLCC that is at least one (1) contract similar to the Project the value of which, adjusted to current prices using the PSA's CPI, must be at least equivalent to:

- a. For the procurement of **Non-Expendable Supplies and Services**: The Bidder must have completed a single contract that is similar to this Project, equivalent to at least **fifty percent (50%)** of the ABC.

5.4. The Bidders shall comply with the eligibility criteria under Section 23.4.1 of the 2016 IRR of RA No. 9184.

## 6. Origin of Goods

There is no restriction on the origin of goods other than those prohibited by a decision of the UN Security Council taken under Chapter VII of the Charter of the UN, subject to Domestic Preference requirements under **ITB** Clause 18.

## 7. Subcontracts

7.1. The Bidder may subcontract portions of the Project to the extent allowed by the Procuring Entity as stated herein, but in no case more than twenty percent (20%) of the Project.

The Procuring Entity has prescribed that: Subcontracting is not allowed.

## 8. Pre-Bid Conference

The Procuring Entity will hold a pre-bid conference for this Project on the specified date and time and either at its physical address and/or through videoconferencing as indicated in paragraph 6 of the **IB**.

## 9. Clarification and Amendment of Bidding Documents

Prospective bidders may request for clarification on and/or interpretation of any part of the Bidding Documents. Such requests must be in writing and received by the Procuring Entity, either at its given address or through electronic mail indicated in the IB, at least ten (10) calendar days before the deadline set for the submission and receipt of Bids.

## 10. Documents comprising the Bid: Eligibility and Technical Components

- 10.1. The first envelope shall contain the eligibility and technical documents of the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 10.2. The Bidder's SLCC as indicated in ITB Clause 5.3 should have been completed within *the last three (3) years* prior to the deadline for the submission and receipt of bids.
- 10.3. If the eligibility requirements or statements, the bids, and all other documents for submission to the BAC are in foreign language other than English, it must be accompanied by a translation in English, which shall be authenticated by the appropriate Philippine foreign service establishment, post, or the equivalent office having jurisdiction over the foreign bidder's affairs in the Philippines. Similar to the required authentication above, for Contracting Parties to the Apostille Convention, only the translated documents shall be authenticated through an Apostille pursuant to GPPB Resolution No. 13-2019 dated 23 May 2019. The English translation shall govern, for purposes of interpretation of the bid.

## 11. Documents comprising the Bid: Financial Component

- 11.1. The second bid envelope shall contain the financial documents for the Bid as specified in **Section VIII (Checklist of Technical and Financial Documents)**.
- 11.2. If the Bidder claims preference as a Domestic Bidder or Domestic Entity, a certification issued by DTI shall be provided by the Bidder in accordance with Section 43.1.3 of the 2016 revised IRR of RA No. 9184.
- 11.3. Any bid exceeding the ABC indicated in paragraph 1 of the IB shall not be accepted.
- 11.4. For Foreign-funded Procurement, a ceiling may be applied to bid prices provided the conditions are met under Section 31.2 of the 2016 revised IRR of RA No. 9184.

## 12. Bid Prices

- 12.1. Prices indicated on the Price Schedule shall be entered separately in the following manner:
  - a. For Goods offered from within the Procuring Entity's country:
    - i. The price of the Goods quoted EXW (ex-works, ex-factory, ex-warehouse, ex-showroom, or off-the-shelf, as applicable);

- ii. The cost of all customs duties and sales and other taxes already paid or payable;
  - iii. The cost of transportation, insurance, and other costs incidental to delivery of the Goods to their final destination; and
  - iv. The price of other (incidental) services, if any, listed in e.
- b. For Goods offered from abroad:
  - i. Unless otherwise stated in the **BDS**, the price of the Goods shall be quoted delivered duty paid (DDP) with the place of destination in the Philippines as specified in the **BDS**. In quoting the price, the Bidder shall be free to use transportation through carriers registered in any eligible country. Similarly, the Bidder may obtain insurance services from any eligible source country.
  - ii. The price of other (incidental) services, if any, as listed in **Section VII (Technical Specifications)**.

### 13. Bid and Payment Currencies

- 13.1. For Goods that the Bidder will supply from outside the Philippines, the bid prices may be quoted in the local currency or tradeable currency accepted by the BSP at the discretion of the Bidder. However, for purposes of bid evaluation, Bids denominated in foreign currencies, shall be converted to Philippine currency based on the exchange rate as published in the BSP reference rate bulletin on the day of the bid opening.
- 13.2. Payment of the contract price shall be made in:
  - a. Philippine Pesos.

### 14. Bid Security

- 14.1. The Bidder shall submit a Bid Securing Declaration<sup>1</sup> or any form of Bid Security in the amount indicated in the **BDS**, which shall be not less than the percentage of the ABC in accordance with the schedule in the **BDS**.
- 14.2. The Bid and bid security *in no case shall exceed One Hundred Twenty (120) calendar days from the date of opening of bids, unless duly extended by the bidder upon the request of the Head of the Procuring Entity (HoPE) of the Quezon City Local Government*. Any Bid not accompanied by an acceptable bid security shall be rejected by the Procuring Entity as non-responsive.

### 15. Sealing and Marking of Bids

Each Bidder shall submit one copy of the first and second components of its Bid.

The Procuring Entity may request additional hard copies and/or electronic copies of the Bid. However, failure of the Bidders to comply with the said request shall not be a ground for disqualification.

<sup>1</sup> In the case of Framework Agreement, the undertaking shall refer to entering into contract with the Procuring Entity and furnishing of the performance security or the performance securing declaration within ten (10) calendar days from receipt of Notice to Execute Framework Agreement.

If the Procuring Entity allows the submission of bids through online submission or any other electronic means, the Bidder shall submit an electronic copy of its Bid, which must be digitally signed. An electronic copy that cannot be opened or is corrupted shall be considered non-responsive and, thus, automatically disqualified.

## **16. Deadline for Submission of Bids**

- 16.1. The Bidders shall submit on the specified date and time through manual submission as indicated in paragraph 7 of the IB.

## **17. Opening and Preliminary Examination of Bids**

- 17.1. The BAC shall open the Bids in public at the time, on the date, and at the place specified in paragraph 9 of the IB. The Bidders' representatives who are present shall sign a register evidencing their attendance. In case videoconferencing, webcasting or other similar technologies will be used, attendance of participants shall likewise be recorded by the BAC Secretariat.

In case the Bids cannot be opened as scheduled due to justifiable reasons, the rescheduling requirements under Section 29 of the 2016 revised IRR of RA No. 9184 shall prevail.

- 17.2. The preliminary examination of bids shall be governed by Section 30 of the 2016 revised IRR of RA No. 9184.

## **18. Domestic Preference**

- 18.1. The Procuring Entity will grant a margin of preference for the purpose of comparison of Bids in accordance with Section 43.1.2 of the 2016 revised IRR of RA No. 9184.

## **19. Detailed Evaluation and Comparison of Bids**

- 19.1. The Procuring BAC shall immediately conduct a detailed evaluation of all Bids rated "*passed*," using non-discretionary pass/fail criteria. The BAC shall consider the conditions in the evaluation of Bids under Section 32.2 of the 2016 revised IRR of RA No. 9184.

- 19.2. If the Project allows partial bids, bidders may submit a proposal on any of the lots or items, and evaluation will be undertaken on a per lot or item basis, as the case maybe. In this case, the Bid Security as required by ITB Clause 15 shall be submitted for each lot or item separately.

- 19.3. The descriptions of the lots or items shall be indicated in **Section VII (Technical Specifications)**, although the ABCs of these lots or items are indicated in the BDS for purposes of the NFCC computation pursuant to Section 23.4.2.6 of the 2016 revised IRR of RA No. 9184. The NFCC must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder.

- 19.4. The Project shall be awarded as follows:

One Project having several items that shall be awarded as one contract.

- 19.5. Except for bidders submitting a committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation, all Bids must include the

NFCC computation pursuant to Section 23.4.1.4 of the 2016 revised IRR of RA No. 9184, which must be sufficient for the total of the ABCs for all the lots or items participated in by the prospective Bidder. For bidders submitting the committed Line of Credit, it must be at least equal to ten percent (10%) of the ABCs for all the lots or items participated in by the prospective Bidder.

## **20. Post-Qualification**

- 20.1. Within a non-extendible period of five (5) calendar days from receipt by the Bidder of the notice from the BAC that it submitted the Lowest Calculated Bid, the Bidder shall submit its latest income and business tax returns filed and paid through the BIR Electronic Filing and Payment System (eFPS) and other appropriate licenses and permits required by law and stated in the **BDS**.

## **21. Signing of the Contract**

- 21.1. The documents required in Section 37.2 of the 2016 revised IRR of RA No. 9184 shall form part of the Contract. Additional Contract documents are indicated in the **BDS**.

## ***Section III. Bid Data Sheet***

### **Notes on the Bid Data Sheet**

The Bid Data Sheet (BDS) consists of provisions that supplement, amend, or specify in detail, information, or requirements included in the ITB found in Section II, which are specific to each procurement.

This Section is intended to assist the Procuring Entity in providing the specific information in relation to corresponding clauses in the ITB and has to be prepared for each specific procurement.

The Procuring Entity should specify in the BDS information and requirements specific to the circumstances of the Procuring Entity, the processing of the procurement, and the bid evaluation criteria that will apply to the Bids. In preparing the BDS, the following aspects should be checked:

- a. Information that specifies and complements provisions of the ITB must be incorporated.
- b. Amendments and/or supplements, if any, to provisions of the ITB as necessitated by the circumstances of the specific procurement, must also be incorporated.



# Bid Data Sheet

ITB Clause	
5.3	<p>For this purpose, contracts similar to the Project shall be:</p> <ol style="list-style-type: none"> <li><i>A single contract similar to the item/s to be bid and must be at least <b>fifty percent (50%)</b> of the ABC.</i></li> <li>Completed within the last three (3) years prior to the deadline for the submission and receipt of bids substantially in a <b>FORM prescribed by the QC-BAC-GOODS AND SERVICES, must be accompanied by a copy of Certificate of Acceptance by the end-user or Official Receipt (O.R) or Sales Invoice (S.I.) issued for the Contract.</b></li> </ol>
7.1	Subcontracting is not allowed.
12	The price of the Goods shall be quoted DDP <i>within Quezon City</i> or the applicable International Commercial Terms (INCOTERMS) for this Project.
14.1	<p>The bid security shall be in the form of a Bid Securing Declaration, or any of the following forms and amounts:</p> <p><b><u>LINE 1:</u></b></p> <p><b>HOTEL ACCOMMODATION AND OTHERS</b></p> <ol style="list-style-type: none"> <li>The amount of not less than <b>Php422,528.60</b> or equivalent to two percent (2%) of ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>The amount of not less than <b>Php1,056,321.50</b> or equivalent to five percent (5%) of ABC if bid security is in Surety Bond.</li> </ol> <p><b><u>LINE 2:</u></b></p> <p><b>HOTEL ACCOMMODATION AND OTHERS</b></p> <ol style="list-style-type: none"> <li>The amount of not less than <b>Php276,858.92</b> or equivalent to two percent (2%) of ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>The amount of not less than <b>Php692,147.30</b> or equivalent to five percent (5%) of ABC if bid security is in Surety Bond.</li> </ol> <p><b><u>LINE 3:</u></b></p> <p><b>HOTEL ACCOMMODATION AND OTHERS</b></p> <ol style="list-style-type: none"> <li>The amount of not less than <b>Php101,629.26</b> or equivalent to two percent (2%) of ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>The amount of not less than <b>Php254,073.15</b> or equivalent to five percent (5%) of ABC if bid security is in Surety Bond.</li> </ol> <p><b><u>LINE 4:</u></b></p> <p><b>HOTEL ACCOMMODATIONS AND OTHERS FOR QUEZON CITY BARANGAY HEALTH EMERGENCY RESPONSE TEAM (BHRT) CAPACITY BUILDING TRAINING/SEMINAR</b></p> <ol style="list-style-type: none"> <li>The amount of not less than <b>Php200,640.00</b> or equivalent to two percent (2%) of ABC if bid security is in cash, cashier's/manager's check, bank draft/guarantee or irrevocable letter of credit; or</li> <li>The amount of not less than <b>Php501,600.00</b> or equivalent to five percent (5%) of ABC if bid security is in Surety Bond.</li> </ol>

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19.3	<table><tr><th>DESCRIPTION</th><th>ABC</th></tr><tr><td><b>LINE 1:</b> HOTEL ACCOMMODATION AND OTHERS</td><td>Php 21,126,480.00</td></tr><tr><td><b>LINE 2:</b> HOTEL ACCOMMODATION AND OTHERS</td><td>Php 13,842,946.00</td></tr><tr><td><b>LINE 3:</b> HOTEL ACCOMMODATION AND OTHERS</td><td>Php 5,081,463.00</td></tr><tr><td><b>LINE 4:</b> HOTEL ACCOMMODATIONS AND OTHERS FOR QUEZON CITY BARANGAY HEALTH EMERGENCY RESPONSE TEAM (BHERT) CAPACITY BUILDING TRAINING/SEMINAR</td><td>Php 10,032,000.00</td></tr></table>	DESCRIPTION	ABC	<b>LINE 1:</b> HOTEL ACCOMMODATION AND OTHERS	Php 21,126,480.00	<b>LINE 2:</b> HOTEL ACCOMMODATION AND OTHERS	Php 13,842,946.00	<b>LINE 3:</b> HOTEL ACCOMMODATION AND OTHERS	Php 5,081,463.00	<b>LINE 4:</b> HOTEL ACCOMMODATIONS AND OTHERS FOR QUEZON CITY BARANGAY HEALTH EMERGENCY RESPONSE TEAM (BHERT) CAPACITY BUILDING TRAINING/SEMINAR	Php 10,032,000.00
DESCRIPTION	ABC										
<b>LINE 1:</b> HOTEL ACCOMMODATION AND OTHERS	Php 21,126,480.00										
<b>LINE 2:</b> HOTEL ACCOMMODATION AND OTHERS	Php 13,842,946.00										
<b>LINE 3:</b> HOTEL ACCOMMODATION AND OTHERS	Php 5,081,463.00										
<b>LINE 4:</b> HOTEL ACCOMMODATIONS AND OTHERS FOR QUEZON CITY BARANGAY HEALTH EMERGENCY RESPONSE TEAM (BHERT) CAPACITY BUILDING TRAINING/SEMINAR	Php 10,032,000.00										
20.2	<p>List of required licenses and permits relevant to the Project and the corresponding law requiring it.</p> <ul style="list-style-type: none"><li>• No additional requirement</li></ul>										
21.2	<p>Additional required documents relevant to the Project that are required by existing laws and/or the Procuring Entity.</p> <p><b><u>FOR LINES 1 TO 4</u></b></p> <ul style="list-style-type: none"><li>• Copy of Valid and Current Sanitary Permit issued by the Health Department.</li><li>• Statement of Compliance to Ordinance No. SP-2127, S-12 (Prohibiting the use of Plastic and Styrofoam...) with project number and project title.</li><li>• Notarized Affidavit of Undertaking stating compliance to Executive Order No. 16, Series of 2021 Establishing the Quezon City Healthy Food Procurement Policy with project number and project title.</li></ul>										

## ***Section IV. General Conditions of Contract***

### **Notes on the General Conditions of Contract**

The General Conditions of Contract (GCC) in this Section, read in conjunction with the Special Conditions of Contract in Section V and other documents listed therein, should be a complete document expressing all the rights and obligations of the parties.

Matters governing performance of the Supplier, payments under the contract, or matters affecting the risks, rights, and obligations of the parties under the contract are included in the GCC and Special Conditions of Contract.

Any complementary information, which may be needed, shall be introduced only through the Special Conditions of Contract.

## **1. Scope of Contract**

This Contract shall include all such items, although not specifically mentioned, that can be reasonably inferred as being required for its completion as if such items were expressly mentioned herein. All the provisions of RA No. 9184 and its 2016 revised IRR, including the Generic Procurement Manual, and associated issuances, constitute the primary source for the terms and conditions of the Contract, and thus, applicable in contract implementation. Herein clauses shall serve as the secondary source for the terms and conditions of the Contract.

This is without prejudice to Sections 74.1 and 74.2 of the 2016 revised IRR of RA No. 9184 allowing the GPPB to amend the IRR, which shall be applied to all procurement activities, the advertisement, posting, or invitation of which were issued after the effectivity of the said amendment.

Additional requirements for the completion of this Contract shall be provided in the **Special Conditions of Contract (SCC)**.

## **2. Advance Payment and Terms of Payment**

- 2.1. Advance payment of the contract amount is provided under Annex "D" of the revised 2016 IRR of RA No. 9184.
- 2.2. The Procuring Entity is allowed to determine the terms of payment on the partial or staggered delivery of the Goods procured, provided such partial payment shall correspond to the value of the goods delivered and accepted in accordance with prevailing accounting and auditing rules and regulations. The terms of payment are indicated in the SCC.

## **3. Performance Security**

Within ten (10) calendar days from receipt of the Notice of Award by the Bidder from the Procuring Entity but in no case later than prior to the signing of the Contract by both parties, the successful Bidder shall furnish the performance security in any of the forms prescribed in Section 39 of the 2016 revised IRR of RA No. 9184.

## **4. Inspection and Tests**

The Procuring Entity or its representative shall have the right to inspect and/or to test the Goods to confirm their conformity to the Project specifications at no extra cost to the Procuring Entity in accordance with the Generic Procurement Manual. In addition to tests in the SCC, **Section IV (Technical Specifications)** shall specify what inspections and/or tests the Procuring Entity requires, and where they are to be conducted. The Procuring Entity shall notify the Supplier in writing, in a timely manner, of the identity of any representatives retained for these purposes.

All reasonable facilities and assistance for the inspection and testing of Goods, including access to drawings and production data, shall be provided by the Supplier to the authorized inspectors at no charge to the Procuring Entity.

## **5. Warranty**

- 6.1. In order to assure that manufacturing defects shall be corrected by the Supplier, a warranty shall be required from the Supplier as provided under Section 62.1 of the 2016 revised IRR of RA No. 9184.

- 6.2. The Procuring Entity shall promptly notify the Supplier in writing of any claims arising under this warranty. Upon receipt of such notice, the Supplier shall, repair or replace the defective Goods or parts thereof without cost to the Procuring Entity, pursuant to the Generic Procurement Manual.

## **6. Liability of the Supplier**

The Supplier's liability under this Contract shall be as provided by the laws of the Republic of the Philippines.

If the Supplier is a joint venture, all partners to the joint venture shall be jointly and severally liable to the Procuring Entity.

## ***Section V. Special Conditions of Contract***

### **Notes on the Special Conditions of Contract**

Similar to the BDS, the clauses in this Section are intended to assist the Procuring Entity in providing contract-specific information in relation to corresponding clauses in the GCC found in Section IV.

The Special Conditions of Contract (SCC) complement the GCC, specifying contractual requirements linked to the special circumstances of the Procuring Entity, the Procuring Entity's country, the sector, and the Goods purchased. In preparing this Section, the following aspects should be checked:

- a. Information that complements provisions of the GCC must be incorporated.
- b. Amendments and/or supplements to provisions of the GCC as necessitated by the circumstances of the specific purchase, must also be incorporated.

However, no special condition which defeats or negates the general intent and purpose of the provisions of the GCC should be incorporated herein.

## Special Conditions of Contract

GCC Clause	
1	<p><i>[List here any additional requirements for the completion of this Contract. The following requirements and the corresponding provisions may be deleted, amended, or retained depending on its applicability to this Contract:]</i></p> <p><b>Delivery and Documents –</b></p> <p>For purposes of the Contract, “EXW,” “FOB,” “FCA,” “CIF,” “CIP,” “DDP” and other trade terms used to describe the obligations of the parties shall have the meanings assigned to them by the current edition of INCOTERMS published by the International Chamber of Commerce, Paris. The Delivery terms of this Contract shall be as follows:</p> <p><i>[For Goods supplied from abroad, state:]</i> “The delivery terms applicable to the Contract are DDP delivered <i>[indicate place of destination]</i>. In accordance with INCOTERMS.”</p> <p><i>[For Goods supplied from within the Philippines, state:]</i> “The delivery terms applicable to this Contract are delivered <i>[indicate place of destination]</i>. Risk and title will pass from the Supplier to the Procuring Entity upon receipt and final acceptance of the Goods at their final destination.”</p> <p>Delivery of the Goods shall be made by the Supplier in accordance with the terms specified in Section VI (Schedule of Requirements).</p> <p>For purposes of this Clause the Procuring Entity’s Representative at the Project Site is <i>[indicate name(s)]</i>.</p> <p><b>Incidental Services –</b></p> <p>The Supplier is required to provide all of the following services, including additional services, if any, specified in Section VI. Schedule of Requirements: <i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> <li>a. performance or supervision of on-site assembly and/or start-up of the supplied Goods;</li> <li>b. furnishing of tools required for assembly and/or maintenance of the supplied Goods;</li> <li>c. furnishing of a detailed operations and maintenance manual for each appropriate unit of the supplied Goods;</li> <li>d. performance or supervision or maintenance and/or repair of the supplied Goods, for a period of time agreed by the parties, provided that this service shall not relieve the Supplier of any warranty obligations under this Contract; and</li> </ul>
	<ul style="list-style-type: none"> <li>e. training of the Procuring Entity’s personnel, at the Supplier’s plant and/or on-site, in assembly, start-up, operation, maintenance, and/or repair of the supplied Goods.</li> <li>f. <i>[Specify additional incidental service requirements, as needed.]</i></li> </ul> <p>The Contract price for the Goods shall include the prices charged by the Supplier for incidental services and shall not exceed the prevailing rates charged to other parties by the Supplier for similar services.</p>

	<p><b>Spare Parts –</b></p> <p>The Supplier is required to provide all of the following materials, notifications, and information pertaining to spare parts manufactured or distributed by the Supplier:</p> <p><i>Select appropriate requirements and delete the rest.</i></p> <ul style="list-style-type: none"> <li>a. such spare parts as the Procuring Entity may elect to purchase from the Supplier, provided that this election shall not relieve the Supplier of any warranty obligations under this Contract; and</li> <li>b. in the event of termination of production of the spare parts: <ul style="list-style-type: none"> <li>i. advance notification to the Procuring Entity of the pending termination, in sufficient time to permit the Procuring Entity to procure needed requirements; and</li> <li>ii. following such termination, furnishing at no cost to the Procuring Entity, the blueprints, drawings, and specifications of the spare parts, if requested.</li> </ul> </li> </ul> <p>The spare parts and other components required are listed in <b>Section VI (Schedule of Requirements)</b> and the cost thereof are included in the contract price.</p> <p>The Supplier shall carry sufficient inventories to assure ex-stock supply of consumable spare parts or components for the Goods for a period of <i>[indicate here the time period specified. If not used indicate a time period of three times the warranty period]</i>.</p> <p>Spare parts or components shall be supplied as promptly as possible, but in any case, within <i>[insert appropriate time period]</i> months of placing the order.</p>
	<p><b>Packaging –</b></p> <p>The Supplier shall provide such packaging of the Goods as is required to prevent their damage or deterioration during transit to their final destination, as indicated in this Contract. The packaging shall be sufficient to withstand, without limitation, rough handling during transit and exposure to extreme temperatures, salt and precipitation during transit, and open storage. Packaging case size and weights shall take into consideration, where appropriate, the remoteness of the Goods' final destination and the absence of heavy handling facilities at all points in transit.</p> <p>The packaging, marking, and documentation within and outside the packages shall comply strictly with such special requirements as shall be expressly provided for in the Contract, including additional requirements, if any, specified below, and in any subsequent instructions ordered by the Procuring Entity.</p> <p>The outer packaging must be clearly marked on at least four (4) sides as follows:</p> <p>Name of the Procuring Entity Name of the Supplier</p>



	<p>Contract Description  Final Destination  Gross weight  Any special lifting instructions  Any special handling instructions  Any relevant HAZCHEM classifications</p>
	<p>A packaging list identifying the contents and quantities of the package is to be placed on an accessible point of the outer packaging if practical. If not practical the packaging list is to be placed inside the outer packaging but outside the secondary packaging.</p> <p><b>Transportation –</b></p> <p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP, or DDP, transport of the Goods to the port of destination or such other named place of destination in the Philippines, as shall be specified in this Contract, shall be arranged and paid for by the Supplier, and the cost thereof shall be included in the Contract Price.</p> <p>Where the Supplier is required under this Contract to transport the Goods to a specified place of destination within the Philippines, defined as the Project Site, transport to such place of destination in the Philippines, including insurance and storage, as shall be specified in this Contract, shall be arranged by the Supplier, and related costs shall be included in the contract price.</p>
	<p>Where the Supplier is required under Contract to deliver the Goods CIF, CIP or DDP, Goods are to be transported on carriers of Philippine registry. In the event that no carrier of Philippine registry is available, Goods may be shipped by a carrier which is not of Philippine registry provided that the Supplier obtains and presents to the Procuring Entity certification to this effect from the nearest Philippine consulate to the port of dispatch. In the event that carriers of Philippine registry are available but their schedule delays the Supplier in its performance of this Contract the period from when the Goods were first ready for shipment and the actual date of shipment the period of delay will be considered force majeure.</p> <p>The Procuring Entity accepts no liability for the damage of Goods during transit other than those prescribed by INCOTERMS for DDP deliveries. In the case of Goods supplied from within the Philippines or supplied by domestic Suppliers risk and title will not be deemed to have passed to the Procuring Entity until their receipt and final acceptance at the final destination.</p> <p><b>Intellectual Property Rights –</b></p> <p>The Supplier shall indemnify the Procuring Entity against all third-party claims of infringement of patent, trademark, or industrial design rights arising from use of the Goods or any part thereof.</p>
2.2	<p><i>[If partial payment is allowed, state]</i> “The terms of payment shall be as follows: _____.”</p>
4	<p>The inspections and tests that will be conducted are: <i>Product Presentation/Demonstration/Site Inspection, if applicable.</i></p>

## Section VI. Schedule of Requirements

**PROJECT NAME: LINE 1: HOTEL ACCOMMODATION AND OTHERS**  
**PROJECT NO. QCRRMO-25-HLMF-0590**

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

Item Number	Description	Unit of Issue	Quantity	Delivered, Weeks/Months
1	<p><b>WATER SEARCH AND RESCUE TRAINING</b> (5 batches x 50 pax x 3 days)</p> <ul style="list-style-type: none"> <li><b>Hotel Accommodation – 750 pax</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and tables) 40 participants, 10 secretariat/instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li><b>Breakfast (3 days) – 750 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li><b>AM Snack (3 days) – 750 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li><b>Lunch (3 days) – 750 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li><b>PM Snack (3 days) – 750 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li><b>Dinner (3 days) – 750 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li><b>Participant's Manual – 200 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li><b>Zipper Envelope – 200 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li><b>Notebook – 200 pieces</b> Weight (55 gsm, - 5%), bond, thickness (0.075mm) size (148 x 200 mm) 80 leaves</li> <li><b>Dri-fit Long Sleeves – 200 pieces</b> Color gray, various sizes</li> </ul>	lot	1	Upon request by the End-User until December 31, 2025

	<b>Training Materials</b> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>PVC ID – 4 boxes</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 1 piece</b> For Smart 21 ID card printer</li> <li>• <b>ID Holder with Lace – 200 pieces</b> Can fit 3.375 inches x 2.125 inches PVC ID</li> <li>• <b>Certificate Paper – 30 packs</b> A4, linen board, short, 220 gsm, 10 pieces/ pack</li> <li>• <b>Certificate Holder- 200 pieces</b> (40 pieces/batch) A4, acrylic cover with back board</li> <li>• <b>Prizes – 5 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>			
2	<b>SWIFT WATER AND BOAT HANDLING</b> (5 batches x 50 pax x 3 days) <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 750 pax</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and tables) 40 participants, 10 secretariat/ instructors</li> </ul> <b>Food and Drinks</b> <ul style="list-style-type: none"> <li>• <b>Breakfast (3 days) – 750 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (3 days) – 750 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (3 days) – 750 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (3 days) – 750 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (3 days) – 750 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul>	lot	1	<b>Upon request by the End-User until December 31, 2025</b>

	<p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Participant's Manual – 200 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li>• <b>Zipper Envelope – 200 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Ballpen – 200 pieces</b> Fine point, point size: 0.5 mm, color: black</li> <li>• <b>Notebook – 200 pieces</b> Weight (55 gsm. - 5%), bond, thickness (0.075mm) size (148 x 200 mm) 80 leaves</li> <li>• <b>Dri-fit Long Sleeves – 250 pieces</b> Color orange, various sizes</li> <li>• <b>Whistle – 200 pieces</b> About 130 decibels, ABS hard plastic, with lanyard</li> <li>• <b>Technical Gloves – 250 pieces</b> Rubber knitted gloves, water-resistant</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Manila Paper – 100 pieces</b> 35 inches x 48 inches</li> <li>• <b>Permanent Marker (Black) – 5 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Permanent Marker (Blue) – 5 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Masking Tape – 20 pieces</b> 2 inches</li> <li>• <b>Duct Tape – 45 pieces</b> 2 inches x 10 m</li> <li>• <b>PVC ID – 5 boxes</b> 3.375 inches x 2.125 inches, 50/box 1 box/batch</li> <li>• <b>ID Maker Ink Ribbon – 5 pieces</b> For Smart 21 ID card printer, 1/batch</li> <li>• <b>Certificate Paper – 20 packs</b> A4, linen board, short, 220 gsm,</li> </ul>			<p><b>Upon request by the End-User until December 31, 2025</b></p>
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	<p>10 pieces/pack, 4 packs/batch</p> <ul style="list-style-type: none"> <li>• <b>Certificate Holder- 200 pieces</b> (40 pieces/batch) A4, acrylic cover with back board</li> <li>• <b>Prizes – 5 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> <li>• <b>Gasoline – 500 liters</b> 100 liters/batch</li> </ul>			
3	<p><b>CRASH VEHICLE EXTRICATION AND RESCUE TRAINING</b> (4 batches x 45 pax x 3 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 540 pax</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and tables) 40 participants, 5 secretarial/ instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (3 days) – 540 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (3 days) – 540 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (3 days) – 540 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (3 days) – 540 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (3 days) – 540 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Participant's Manual – 160 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li>• <b>Zipper Envelope – 160 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Ballpen – 160 pieces</b> Fine point, point size: 0.5 mm, color: black</li> <li>• <b>Notebook – 160 pieces</b> Weight (55 gsm, - 5%), bond, thickness (0.075mm) size (148 x 200 mm) 80 leaves</li> </ul>	lot	1	<p><b>Upon request by the End-User until December 31, 2025</b></p>



	<ul style="list-style-type: none"> <li>• <b>Dri-fit Long Sleeves – 160 pieces</b> Color gray, various sizes</li> <li>• <b>Poncho (Kapote) – 160 pieces</b> Vinyl material, 100% waterproof and breathable</li> <li>• <b>Technical Gloves – 160 pieces</b> Rubber knitted gloves, water-resistant</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Gasoline – 160 liters</b></li> <li>• <b>Manila Paper – 50 pieces</b> 35 inches x 48 inches</li> <li>• <b>Permanent Marker (Black) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Permanent Marker (Blue) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Masking Tape – 20 pieces</b> 2 inches</li> <li>• <b>Duct Tape – 60 pieces</b> 2 inches x 10 m</li> <li>• <b>PVC ID – 4 boxes</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 4 pieces</b> For Smart 21 ID card printer, 1/batch</li> <li>• <b>ID Holder with Lace – 160 pieces</b> Can fit 3.375 inches x 2.125 inches PVC ID</li> <li>• <b>Colored Paper – 5 pack</b> 8.5 inches x 13 inches, assorted colors (light colors only), 100 sheets/pack</li> <li>• <b>Certificate Paper – 16 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack, 4 packs/batch</li> <li>• <b>Certificate Holder- 160 pieces</b> (40 pieces/batch) A4, acrylic cover with back board</li> <li>• <b>Prizes – 4 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>			<p><b>Upon request by the End-User until December 31, 2025</b></p>
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4	<p><b>RAPID DAMAGE ASSESSMENT AND NEEDS ANALYSIS</b> (4 batches x 56 pax x 4 days)</p> <ul style="list-style-type: none"> <li><b>Hotel Accommodation – 896 pax</b> (4 days and 3 nights, hotel room, free use of function room, sound system, chairs and tables) 45 participants, 11 secretariat/instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li><b>Breakfast (4 days) – 896 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li><b>AM Snack (4 days) – 896 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li><b>Lunch (4 days) – 896 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li><b>PM Snack (4 days) – 896 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li><b>Dinner (4 days) – 896 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li><b>Participant's Manual – 180 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li><b>Zipper Envelope – 180 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li><b>Ballpen – 180 pieces</b> Fine point, point size: 0.5 mm, color: black</li> <li><b>Dri-fit Long Sleeves – 180 pieces</b> Color gray, various sizes</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li><b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li><b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li><b>ID Holder with Lace – 180 pieces</b> Can fit 3.375 inches x 2.125 inches PVC JD</li> </ul>	lot	J	<p>Upon request by the End-User until December 31, 2025</p>
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	<ul style="list-style-type: none"> <li>• <b>Whiteboard Marker (Blue) – 4 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Whiteboard Marker (Red) – 4 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Photopaper Glossy – 10 packs</b> A4 size, 10/pack</li> <li>• <b>Colored Paper – 10 packs</b> 8.5 inches x 13 inches, assorted colors (light colors only), 100 sheets/pack</li> <li>• <b>Sticker Paper – 10 packs</b> A4 size, matte, 10/pack</li> <li>• <b>Manila Paper – 100 pieces</b> 35 inches x 48 inches</li> <li>• <b>PVC ID – 4 boxes</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 1 piece</b> For Smart 21 ID card printer</li> <li>• <b>Certificate Paper – 18 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack</li> <li>• <b>Certificate Holder- 180 pieces</b> A4, acrylic cover with back board</li> <li>• <b>Double Sided Tape – 5 pieces</b> 18 mm, 10 m length</li> <li>• <b>Laminating Sheet Long – 1 ream</b> Long, 250 microns, 100/ream</li> <li>• <b>Stick Glue – 10 pieces</b> All purpose, 6g</li> <li>• <b>Prizes – 4 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>				
5	<p><b>INTEGRATED PLANNING ON INCIDENT COMMAND SYSTEM</b> (2 batches x 63 pax x 5 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 630 pax</b> (5 days and 4 nights, hotel room, free use of function room, sound system, chairs and tables) 50 participants, 13 secretariat/ instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (5 days) – 630 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> </ul>	lot	1		<p>Upon request by the End-User until December 31, 2025</p>

8



	<ul style="list-style-type: none"> <li>• <b>AM Snack (5 days) – 630 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (5 days) – 630 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (5 days) – 630 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (5 days) – 630 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Participant's Manual – 100 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li>• <b>Zipper Envelope – 100 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Ballpen – 100 pieces</b> Fine point, point size: 0.5 mm, color: black</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>ID Holder with Lace – 100 pieces</b> Can fit 3.375 inches x 2.125 inches PVC ID</li> <li>• <b>Whiteboard Marker (Blue) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Whiteboard Marker (Red) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Photopaper Glossy – 10 packs</b> A4 size, 10/pack</li> <li>• <b>Colored Paper – 10 packs</b> 8.5 inches x 13 inches, assorted colors (light colors only), 100 sheets/pack</li> <li>• <b>Sticker Paper – 10 packs</b> A4 size, matte, 10/pack</li> </ul>			<p>Upon request by the End-User until December 31, 2025</p>
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7

	<ul style="list-style-type: none"> <li>• <b>PVC ID – 2 boxes</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 1 piece</b> For Smart 21 ID card printer</li> <li>• <b>Certificate Paper – 10 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack</li> <li>• <b>Certificate Holder- 100 pieces</b> A4, acrylic cover with back board</li> <li>• <b>Prizes – 2 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>			
6	<p><b>INCIDENT COMMAND SYSTEM POSITION COURSE TRAINING</b> (2 batches x 57 pax x 5 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 570 pax</b> (5 days and 4 nights, hotel room, free use of function room, sound system, chairs and tables) 40 participants, 17 secretariat/ instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (5 days) – 570 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (5 days) – 570 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (5 days) – 570 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (5 days) – 570 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (5 days) – 570 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Participant's Manual – 80 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li>• <b>Zipper Envelope – 80 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> </ul>	lot	1	<p><b>Upon request by the End-User until December 31, 2025</b></p>

4

	<ul style="list-style-type: none"> <li>• <b>Ballpen – 80 pieces</b> Fine point, point size: 0.5 mm, color: black</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>ID Holder with Lace – 80 pieces</b> Can fit 3.375 inches x 2.125 inches PVC ID</li> <li>• <b>Whiteboard Marker (Blue) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Whiteboard Marker (Red) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Photopaper Glossy – 10 packs</b> A4 size, 10/pack</li> <li>• <b>Colored Paper – 10 packs</b> 8.5 inches x 13 inches, assorted colors (light colors only), 100 sheets/pack</li> <li>• <b>Sticker Paper – 10 packs</b> A4 size, matte, 10/pack</li> <li>• <b>Manila Paper – 200 pieces</b> 35 inches x 48 inches</li> <li>• <b>PVC ID – 2 boxes</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 2 pieces</b> For Smart 21 ID card printer</li> <li>• <b>Certificate Paper – 8 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack</li> <li>• <b>Certificate Holder- 80 pieces</b> A4, acrylic cover with back board</li> <li>• <b>Double Sided Tape – 5 pieces</b> 18 mm, 10 m length</li> <li>• <b>Prizes – 2 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>			
7	<p><b>QCRRMO STRATEGIC PLANNING</b> (1 batch x 53 pax x 5 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 265 pax</b> (5 days and 4 nights, hotel room, free use of function room, sound system, chairs and tables) 45 participants, 8 secretariat/ instructors</li> </ul>	lot	1	<p><b>Upon request by the End-User until December 31, 2025</b></p>

	<p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (5 days) – 265 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (5 days) – 265 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (5 days) – 265 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (5 days) – 265 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (5 days) – 265 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Zipper Envelope – 45 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Ballpen – 45 pieces</b> Fine point, point size: 0.5 mm, color: black</li> <li>• <b>Notebook – 45 pieces</b> Weight (55 gsm, - 5%), bond, thickness (0.075mm) size (148 x 200 mm) 80 leaves</li> <li>• <b>Polo Shirt – 45 pieces</b> Full sublimation shirt, polo button, 180 gsm polydex, full dye sublimation, various sizes</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>ID Holder with Lace – 53 pieces</b> Can fit 3.375 inches x 2.125 inches PVCJD</li> <li>• <b>Whiteboard Marker (Blue) – 1 box</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Whiteboard Marker (Red) – 1 box</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> </ul>			<p><b>Upon request by the End-User until December 31, 2025</b></p>
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	<ul style="list-style-type: none"> <li>• <b>Photopaper Glossy – 5 packs</b> A4 size, 10/pack</li> <li>• <b>Certificate Paper – 5 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack</li> <li>• <b>Colored Paper – 5 packs</b> 8.5 inches x 13 inches, assorted colors (light colors only), 50 pieces/pack</li> <li>• <b>Sticker Paper – 5 packs</b> A4 size, matte, 10/pack</li> <li>• <b>Certificate Holder- 53 pieces</b> A4, acrylic cover with back board</li> <li>• <b>PVC ID – 1 box</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 1 piece</b> For Smart 21 ID card printer</li> <li>• <b>Prizes – 1 lot</b> 25 healthy chips (assorted flavor, 105g) 15 healthy oatmeal cookies (800g/container)</li> </ul>				<p><b>Upon request by the End-User until December 31, 2025</b></p>
	<b>Terms of Payment</b> Upon every successful delivery per activity				
***					

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

## ***Section VI. Schedule of Requirements***

**PROJECT NAME: LINE 2: HOTEL ACCOMMODATION AND OTHERS**  
**PROJECT NO. QCRRMO-25-HLMF-0590**

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

Item Number	Description	Unit of Issue	Quantity	Delivered, Weeks/Months
1	<b>UPDATING OF THE LOCAL DRRM PLAN</b> <b>(1 batch x 95 pax x 3 days)</b> <b>Hotel Accommodation</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and tables) 85 participants, 10 secretariat/ instructors <b>Food and Drinks</b> <b>Breakfast</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink <b>AM Snack</b> Rice cake/pasta/sandwich with juice/hot chocolate <b>Lunch</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks <b>PM Snack</b> Rice cake/pasta/sandwich with juice/hot chocolate <b>Dinner</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks <b>Participants' Kit</b> <b>95 pieces- Zipper Envelope</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm <b>95 pieces -Ball pen</b> Fine point, point size: 0.5 mm, color: black <b>95 pieces – Pencil- No. 2</b> <b>95 pieces -Notepad with QCRRMO Logo</b> Weight (55 gsm, -5%), bond, thickness (0.075mm) size (148x200mm), 80 leaves <b>95 pieces- ID Holder with Lanyard</b> can fit 3.375 inches x 2.125 inches, PVC ID <b>Workshop Materials</b> <b>5 box - Paper (A4) size (10's/pack).</b> <b>5 box - Paper (Long) size (10's/pack).</b> <b>300 pieces - Manila paper</b> 35 inches x 48 inches <b>4 box - Permanent markers (Black)</b> refillable, non-toxic, xylene and toluene free 12 pieces/box <b>4 box - Permanent markers (Blue)</b> refillable, non-toxic, xylene and toluene free 12 pieces/box <b>4 box -Whiteboard markers (Black)</b> refillable, non-toxic, xylene and toluene free 12 pieces/box	lot	1	<p style="text-align: center;"><b>Upon Request by the End-User until December 31, 2025</b></p>

	<p><b>4 box - Whiteboard markers (Red)</b> refillable, non-toxic, xylene and toluene free 12 pieces/box</p> <p><b>4 box - Whiteboard markers (Blue)</b> refillable, non-toxic, xylene and toluene free 12 pieces/box</p> <p><b>150 pieces - Gel Pen (Black- .5mm)</b></p> <p><b>150 pieces - Gel Pen (Blue)- .5mm</b></p> <p><b>150 pieces - Gel Pen (Red)- .5mm</b></p> <p><b>20 box - Paper Clip</b> 3mm, No. 33, vinyl coating, 80 pieces/box</p> <p><b>50 pack - Specialty Paper</b> A4 linen board, short 220gsm, 10 pieces per pack</p> <p><b>20 pack - Sticker Paper</b> A4 size Matte 8.5 inches x 11 inches,10's/pack</p> <p><b>5 pieces- Masking tape- 2 inches</b></p> <p><b>5 pack - Colored Paper</b> Assorted Color (light color) 8.5 inches x 13 inches 100 sheet/pack</p> <p><b>95 pieces- Certificate holder</b> (A4) 8.5 inches x 11 inches, acrylic cover with back board</p> <p><b>1 box - PVC ID</b> 3.375 inches x 2.125 inches 50's/box</p> <p><b>1 piece - ID marker Ink ribbon</b> For smart 21 ID card printer</p> <p><b>1 box - Storage Box and Organizing Box</b> (155 liters) with wheels, with side clip, stackable, plastic material</p> <p><b>1 lot - Prizes (2,000)</b> 5x healthy chips (assorted flavor 60g/ pack), 2 healthy oatmeal cookies (800g/ container)</p> <p><b>4 set - Printer ink</b> for Epson L3250 – Black, Cyan, Yellow, Magenta</p>			
2	<p><b>URBAN SEARCH AND RESCUE</b> <b>(1 batch x 42 pax x 10 days)</b></p> <p><b>Hotel Accommodation</b> (10 days, 9 nights, hotel room, free use of function room, sound system, chairs and table) 30 participants, 12 secretariat/ instructors</p> <p><b>Food and Drinks</b></p> <p><b>Breakfast</b> Fried rice/ rice, beef/pork/seafood/chicken dish, egg, soup and fresh fruits with juice</p> <p><b>AM Snack</b> Rice cake/pasta/sandwich with juice/ hot choco</p> <p><b>Lunch</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</p> <p><b>PM Snack</b> Rice cake/ pasta/sandwich with juice/hot choco</p> <p><b>Dinner</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</p> <p><b>Participant's Kit:</b></p> <p><b>30 pieces - Participant's Manual</b> Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>30 pieces - Zipper Envelope</b></p>	lot	1	

	<p>Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm</p> <p><b>30 pieces - Ball pen</b> fine point, point size: 0.5 mm, color: black</p> <p><b>30 pieces - Notebook</b> weight (55 gsm- 5%) bond, thickness (0.75mm) size (148x200mm)) 80 leaves</p> <p><b>42 pieces - Dri-fit Long Sleeves</b> color: gray, various sizes</p> <p><b>42 pieces - Poncho (Kapote)</b> vinyl material, 100% waterproof and breathable</p> <p><b>42 pieces - Technical Gloves</b> rubber knitted gloves, water- resistant</p> <p><b>Training Materials:</b></p> <p><b>1 piece- Banner</b> Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece - Banner</b> Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>20 pieces - Manila Paper</b> 35 inches x 48 inches</p> <p><b>5 boxes - Permanent Makers (black)</b> refillable, non-toxic, xylene and toluene free</p> <p><b>5 boxes - Permanent Makers (blue)</b> refillable, non-toxic, xylene and toluene free</p> <p><b>20 pieces- Masking Tape- 2 inches</b></p> <p><b>20 pieces- Duct Tape- 2 inches x 10m</b></p> <p><b>1 box - PVC ID</b> 3.375 inches x 2.125 inches, 50/box</p> <p><b>1 piece - ID maker ink ribbon</b> for smart 21 ID card printer</p> <p><b>2 set - Printer Ink</b> for EPSON L3250</p> <p><b>1 box - Bond Paper (A4)</b></p> <p><b>1 box - Bond Paper (Long)</b></p> <p><b>2 pack - Colored Paper</b> 8.5 inches x 13 inches, Assorted Color (light color) 100 sheet/pack</p> <p><b>3 pack - Certificate Paper</b> (A4) linen board, short 220gsm, 10 pieces/per pack</p> <p><b>45 pieces - Certificate Holder</b> (A4) acrylic cover with back board</p> <p><b>1 lot - Prizes (2,000 batch)</b> 5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)</p> <p><b>20 rolls - Caution Tape</b> 3 inches x 300m</p> <p><b>250 pieces - Photocopy of Materials</b> A4 size, black and white print</p> <p><b>12 pieces - Instructor's Guide</b> customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>1 piece - House Rules Tarpaulin</b> Activity Banner, 6ft x 4ft, PVC vinyl flex banner</p>			
3	<p><b>HIGH ANGLE RESCUE TRAINING</b> (1 batch x 70 pax x 3 days)</p> <p><b>Hotel Accommodation</b></p>	lot	1	



<p>(3 days and 2 nights, hotel room, free use of function room, sound system, chairs and table) 55 participants, 15 secretariat/ instructors</p> <p><b>Food and Drinks</b></p> <p><b>Breakfast</b> Appetizer, soup, salad, meat (pork, chicken, beef), fish, pasta, drinks, 140 participants, 22 secretariat/ instructors</p> <p><b>AM Snack</b> Any two of: Rice cake/ pasta/ sandwich with juice/hot choco</p> <p><b>Lunch</b> Appetizer, soup, salad, meat (pork, chicken, beef), fish, pasta, dessert, drinks, 140 participants, 22 secretariat/instructors</p> <p><b>PM Snack</b> Any two of: Rice cake/ pasta/ sandwich with juice/ hot choco</p> <p><b>Dinner</b> Appetizer, soup, salad, meat (pork, chicken, beef), fish, pasta, dessert, drinks, 140 participants, 22 secretariat/ instructors</p> <p><b>Participant's Kit:</b></p> <p><b>55 pieces - Participant's Manual</b> Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>55 pieces - Zipper Envelope</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm</p> <p><b>55 pieces - Ball pen</b> fine point, point size: 0.5 mm, color: black</p> <p><b>55 pieces - Notebook</b> weight (55 gsm- 5%) bond, thickness (0.75mm) size (148x200mm)) 80 leaves</p> <p><b>70 pieces - Dri-Fit long sleeves</b> color: gray, various sizes</p> <p><b>70 pieces - Poncho (Kapote)</b> vinyl material, 100% waterproof and breathable</p> <p><b>70 pieces - Technical Gloves</b> rubber knitted gloves, water- resistant</p> <p><b>70 pair - Tactical Elbow &amp; Knee Pad</b> Knee Pad: 19cm (height) 17cm (width) (leeway of +/- 1cm)- Elbow Pad: 16cm (height) 14cm (width) (leeway of +/- 1cm)</p> <p><b>Training Materials:</b></p> <p><b>1 piece - Banner</b> Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece- Banner</b> Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>15 pieces - Instructor's Guide</b> customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>100 pieces - Manila Paper</b> 35 inches x 48 inches</p> <p><b>5 boxes - Permanent Makers (black)</b> refillable, non-toxic, xylene and toluene free</p> <p><b>5 boxes - Permanent Makers (blue)</b></p>			
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	refillable, non-toxic, xylene and toluene free <b>20 pieces- Masking Tape- 2 inches</b> <b>20 pieces- Duct Tape- 2 inches x 10m</b> <b>2 boxes PVC ID</b> 3.375 inches x 2.125 inches <b>2 pieces - ID maker ink ribbon</b> for smart 21 ID card printer <b>50 pieces - ID holder with lace</b> can fit 3.375 inches x 2.125 inches, PVC ID <b>2 set - Printer Ink</b> for EPSON L3250 <b>1 box - Bond Paper (A4)</b> <b>1 box - Bond Paper (Long)</b> <b>10 pack - Colored Paper</b> 8.5 inches x 13 inches, Assorted Color (light color) 100 sheet/pack <b>7 pack - Certificate Paper</b> (A4) linen board, short 220gsm, 10 pieces/per pack <b>70 pieces - Certificate Holder</b> (A4) acrylic cover with back board <b>1 lot - Prizes (2,000 batch)</b> 5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container) <b>15 rolls - Caution Tape</b> 3 inches x 300m <b>1 piece - House Rules Tarpaulin</b> Activity Banner, 6ft x 4ft, PVC vinyl flex banner <b>6 reels – Pull Starter Rope</b> BBA, nylon 1 reel (100 meters) <b>10 pieces - Steel Brush</b> Wood handle, copper wire brush			
4	<b>FIRST RESPONDER TRAINING COURSE</b> <b>(10 batches x 550 pax x 4 days)</b> <b>Food and Drinks</b> (45 participants, 10 secretariat/ instructors) <b>Breakfast</b> 2 viand (pork/ chicken/ beef), 1 side (vegetable/ pasta), 1 rice, 1 dessert, drinks (water and juice) <b>AM Snack</b> Rice cake/ pasta/sandwich with juice/ hot choco <b>Lunch</b> 2 viand (pork, chicken, beef), 1 side (vegetable/ pasta), 1 rice, 1 dessert, drinks (water and juice) <b>PM Snack</b> Rice cake/ pasta/ sandwich with juice/ hot choco <b>Participant's Kit:</b> <b>450 pieces - Participant's Manual</b> Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves <b>450 pieces - Zipper Envelope</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm <b>450 pieces - Ball pen</b> fine point, point size: 0.5 mm, color: black <b>450 pieces - Notebook</b> weight (55 gsm- 5%) bond, thickness (0.75mm) size (148x200mm)) 80 leaves <b>450 pieces - Triangular Bandage</b>	lot	1	

<p>Cotton or Polyester, 42x24x60</p> <p><b>450 pieces - Pocket Mask</b></p> <p>Material: PVC + PE</p> <p><b>Training Materials:</b></p> <p><b>1 piece - Banner</b></p> <p>Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece - Banner</b></p> <p>Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>25 pieces - Instructor's Guide</b></p> <p>customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>1000 pieces - Manila Paper</b></p> <p>35 inches x 48 inches</p> <p><b>50 boxes - Permanent Makers (black)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>50 boxes - Permanent Makers (blue)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>50 boxes - White Board Marker (blue)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>50 boxes - White Board Marker (red)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>50 pieces- Masking Tape- 2 inches</b></p> <p><b>50 pieces- Duct Tape- 2 inches x 10m</b></p> <p><b>20 boxes - PVC ID</b></p> <p>3.375 inches x 2.125 inches, 50/box</p> <p><b>20 pieces - ID maker ink ribbon</b></p> <p>for smart 21 ID card printer</p> <p><b>450 pieces - ID holder with lace</b></p> <p>can fit 3.375 inches x 2.125 inches, PVC ID</p> <p><b>5 boxes - Bond Paper (A4)</b></p> <p><b>5 boxes - Bond Paper (Long)</b></p> <p><b>100 pack - Colored Paper</b></p> <p>8.5 inches x 13 inches, Assorted Color (light color) 100 sheet/pack</p> <p><b>450 pack - Certificate Paper</b></p> <p>(A4) linen board, short 220gsm, 10 pieces/per pack</p> <p><b>450 pieces - Certificate Holder</b></p> <p>(A4) acrylic cover with back board</p> <p><b>10 lot - Prizes (2,000 batch)</b></p> <p>5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)</p> <p><b>75 boxes - Gloves</b></p> <p>Latex, Large, 100/box</p> <p><b>50 boxes - Gauze Pad</b></p> <p>Non-sterile, cotton, 4 inches x 4 inches 8 ply, 100 pieces/box</p> <p><b>75 pieces - Transpore- 1 inch</b></p> <p><b>75 pieces - Transpore- 2 inches</b></p> <p><b>2100 pieces - Photocopy of Materials</b></p> <p>A4 size, black and white print</p> <p><b>75 boxes- Facemask- 100/ box</b></p> <p><b>30 pieces- Cervical Collar</b></p> <p>Heavy Duty plastic with lining, 16 adjustable settings, foamed collar</p> <p><b>80 pieces - Rolled Splint</b></p> <p>11x92cm, color orange/blue</p> <p><b>10 pieces - Paint Brush</b></p>			
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	<p>Wood handle, 4 inches</p> <p><b>70 pieces - Tactical Protecting Goggles</b> Antifog, frame materials: plastic, frameless, Lens: Uncoated, clear, splash protection</p> <p><b>6 spools - Nylon Rope</b> Polyester, blue, 16mm, 200 meters</p> <p><b>5 spools - Manila Rope</b> 14m, 200 meters, white, polypropylene</p> <p><b>70 pieces - Tactical Ear Plug</b> Pocket-pak duo, nrr 24 db for small, medium, large</p> <p><b>20 pieces - Multi tool Plier</b> Stainless steel, multi-function tool, 30 in 1</p> <p><b>7 spools - Kernmantle Rope</b> 10mm x 200 meters</p> <p><b>250 pieces - Photocopy of Materials</b> A4 size, black and white print</p>			
5	<p><b>COMMUNITY- BASED DRRM TRAINING (TRAINING FOR TRAINERS)</b> (1 batch x 60 pax x 5 days)</p> <p><b>Hotel Accommodation</b> (5 days, 4 nights, hotel room, free use of function room, sound system, chairs and table) 50 participants, 10 secretariat/ instructors</p> <p><b>Food and Drinks</b></p> <p><b>Breakfast</b> Friend rice/ rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</p> <p><b>AM Snack</b> Rice cake/ pasta/ sandwich with juice/ hot choco</p> <p><b>Lunch</b> Rice, beef/pork/seafood/chicken dish, vegetable, soup, and fresh fruits with juice drinks</p> <p><b>PM Snack</b> Rice cak/pasta/sandwich with juice/ hot choco</p> <p><b>Dinner</b> Rice, beef/pork/seafood/chicken dish, vegetable, soup, and fresh fruits with juice drinks</p> <p><b>Participant's Kit:</b></p> <p><b>50 pieces - Participants Manual</b> Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>50 pieces - Zipper Envelope</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm</p> <p><b>50 pieces - Ball pen</b> fine point, point size: 0.5 mm, color: black</p> <p><b>Training Materials:</b></p> <p><b>1 piece - Banner</b> Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece - Banner</b> Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>33 pieces - Activity Banner</b> 6ft x 4ft, PVC vinyl flex banner</p> <p><b>60 pieces - ID Holders with lace</b> can fit 3.375 inches x 2.125 inches, PVC ID</p> <p><b>2 pack - Photo paper Glossy</b></p>	lot	1	

	<p>A4 size (10/pack)  <b>60 pieces - Manila paper</b>  35 inches x 48 inches  <b>5 pack - Colored Paper</b>  8.5 x 13, Assorted Color (light color) 100 sheet/pack  <b>2 pack- Sticker Paper</b>  A4 size, matte, 10/pack  <b>2 boxes - PVC ID</b>  3.375 inches x 2.125 inches, 50/box  <b>1 piece - ID maker ink ribbon</b>  for smart 21 ID card printer  <b>6 pack - Certificate Paper</b>  (A4) linen board, short 220gsm, 10 pieces/per pack  <b>60 pieces - Certificate Holder</b>  (A4) acrylic cover with back board  <b>2700 pieces - Photocopy of Materials</b>  A4 size, black and white print  <b>10 pieces - Instructor's Guide</b>  customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves  <b>1 lot - Prizes (2,000 batch)</b>  5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)</p>			
6	<p><b>COMMUNITY- BASED DISASTER RISK REDUCTION AND MANAGEMENT</b>  (2 batches x 110 pax x 3 days)  <b>Hotel Accommodation</b>  (3 days, 2 nights, hotel room, free use of function room, sound system, chairs and table) 50 participants, 5 secretariat/ instructors  <b>Food and Drinks</b>  <b>Breakfast</b>  Rice, 2 viand (pork/chicken/beef), 1 side (vegetable/ salad), 1 dessert, drinks  <b>AM Snack</b>  Any two of: rice cake/ pasta/ sandwich with juice/ hot choco  <b>Lunch</b>  Rice, 2 viand (pork, chicken, beef) 1 side (vegetable/ salad), 1 dessert, drinks  <b>PM Snack</b>  Any two of: rice cake/ pasta/ sandwich with juice/ hot choco  <b>Dinner</b>  Rice, 2 viand (pork, chicken, beef, 1 side (vegetable/ salad), 1 dessert, drinks  <b>Participant's Kit:</b>  <b>100 pieces - Participant's Manual</b>  Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves  <b>100 pieces - Zipper Envelope</b>  Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm  <b>100 pieces - Ball pen</b>  fine point, point size: 0.5 mm, color: black  <b>Training Materials:</b>  <b>1 piece - Banner</b></p>	lot	1	

<p>Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece - Banner</b></p> <p>Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>33 pieces - Activity Banner</b></p> <p>6ft x 4ft, PVC vinyl flex banner</p> <p><b>5 pieces - Instructor's Guide</b></p> <p>customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>6 pieces - Umbrella</b></p> <p>Approximately 8cm (L) x 105cm (diameter), nylon fabric</p> <p><b>2 boxes - Bond Paper (A4)</b></p> <p><b>2 boxes - Bond Paper (Long)</b></p> <p><b>30 pieces - Expanded Envelopes</b></p> <p>Legal size, color: brown, with string/ garter</p> <p><b>100 pieces - ID lace holders</b></p> <p>can fit 3.375 inches x 2.125 inches, PVC ID</p> <p><b>2 boxes - PVC ID</b></p> <p>3.375 inches x 2.125 inches, 50/box</p> <p><b>3 pieces - ID maker ink ribbon</b></p> <p>for smart 21 ID card printer</p> <p><b>5 boxes - Permanent Makers (black)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>50 boxes - Permanent Makers (blue)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>20 boxes - White Board Marker (blue)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>20 boxes - White Board Marker (red)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>30 set- Highlighter- 4 colors</b></p> <p><b>10 pack - Photo paper Glossy</b></p> <p>A4 size (10/pack)</p> <p><b>10 pack - Sticker Paper</b></p> <p>A4 size, matte, 10/pack</p> <p><b>100 pieces - Manila paper</b></p> <p>35 inches x 48 inches</p> <p><b>50 pieces - Masking Tape- 1 inch</b></p> <p><b>6 pack - Certificate Paper</b></p> <p>(A4) linen board, short 220gsm, 10 pieces/per pack</p> <p><b>110 pieces - Certificate Holder</b></p> <p>(A4) acrylic cover with back board</p> <p><b>2 pieces - Transparent Tape- 1 inch</b></p> <p><b>2 pieces - Transparent Tape- 2 inches</b></p> <p><b>4 set - Printer Ink</b></p> <p>for EPSON L3250</p> <p><b>1 box - Paper Clip</b></p> <p>3mm No 33, vinyl coating, 80s/box</p> <p><b>2 boxes - Binder Clip- 1 inch</b></p> <p><b>2 boxes - Binder Clip- 2 inches</b></p> <p><b>20 pieces - Brown Envelope</b></p> <p>Long size</p> <p><b>5 pieces - Double Sided Tape</b></p> <p>18mm, 10m length</p> <p><b>1 box - Paper Fastener</b></p> <p>70mm, plastic fastener</p> <p><b>20 pieces - Pencil Eraser</b></p> <p>Rubber eraser, 4x1x1 (cm) LxWxH</p> <p><b>25 pieces - Correction Tape</b></p>			
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	Disposable, usable length of 6 meters (min), 5mm width <b>1 box - Staple Wire</b> <b>1 ream - Laminating Sheet</b> Long, 250 microns, 100/ ream <b>10 pieces - Stick Glue</b> All purpose, 6g <b>1 piece - House Rules Tarpaulin</b> Activity Banner, 6ft x 4ft, PVC vinyl flex banner <b>2 lot - Prizes</b> 5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container) <b>6250 pieces - Photocopy of Materials</b> A4 size, black and white print			
7	<b>ALL- HAZARD INCIDENT MANAGEMENT TEAM COURSE</b> <b>(1 batch x 60 pax x 5 days)</b> <b>Hotel Accommodation</b> (5 days and 4 nights, hotel room, free use of function room, sound system, chairs and table) 50 participants, 10 secretariat/ instructors <b>Food and Drinks</b> <b>Breakfast</b> Fried rice/ rice, beef/pork/ seafood/ chicken dish, soup and fresh fruits with juice drink <b>AM Snack</b> Rice cake/ pasta/ sandwich with juice/ hot choco <b>Lunch</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks <b>PM Snack</b> Rice cake/ pasta/sandwich with juice/ hot choco <b>Dinner</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup and fresh fruits with juice drinks <b>Participant's Kit:</b> <b>50 pieces - Participant's Manual</b> Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves <b>50 pieces - Zipper Envelope</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm <b>50 pieces - Ball pen</b> fine point, point size: 0.5 mm, color: black <b>50 pieces - Notebook</b> weight (55 gsm- 5%) bond, thickness (0.75mm) size (148x200mm)) 80 leaves <b>Training Materials:</b> <b>3 rooms - Breakout Rooms</b> 3 rooms/ batch <b>1 piece - Banner</b> Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject <b>1 piece - Banner</b> Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject <b>100 pieces - Manila paper</b> 35 inches x 48 inches <b>5 boxes - Bond Paper (A4)</b>	lot	1	

<b>5 boxes - Bond Paper (Long)</b> <b>10 boxes - Permanent Markers (red)</b> refillable, non-toxic, xylene and toluene free <b>10 boxes - White Board Marker (black)</b> refillable, non-toxic, xylene and toluene free <b>3 boxes - PVC ID</b> 3.375 inches x 2.125 inches <b>3 pieces - ID maker ink ribbon</b> for smart 21 ID card printer <b>60 pieces - ID lace holders</b> can fit 3.375 inches x 2.125 inches, PVC ID <b>12 pack - Certificate Paper</b> (A4) linen board, short 220gsm, 10 pieces/per pack <b>60 pieces- Certificate Holder</b> (A4) acrylic cover with back board <b>1 lot – Prizes (2,000)</b> 5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container) <b>10 pieces - Instructor's Guide</b> customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves <b>23,500 pieces - Photocopy of Materials</b> A4 size, black and white print <b>20 pack - Photo paper Glossy</b> A4 size (10/pack) <b>20 pack - Colored Paper</b> 8.5 inches x 13 inches , Assorted Color (light color) 50 sheet/pack			
<b>Terms of Payment</b> Upon every successful delivery per activity			
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I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_



# Section VI. Schedule of Requirements

PROJECT NAME: LINE 3: HOTEL ACCOMODATION AND OTHERS  
PROJECT NO. QCRRMO-25-HLMF-0590

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

Item Number	Description	Unit of Issue	Quantity	Delivered, Weeks/Months
1	<p><b>CHEMICAL, BIOLOGICAL, RADIOLOGICAL AND NUCLEAR (CBRN) TRAINING</b> (1 batch 5 days)</p> <p><b>Hotel Accommodation</b> Hotel accommodation (5 days, 4 nights, hotel room, free use of function room, sound system, chairs and table) 40 participants, 10 secretariat/instructors</p> <p><b>Food and Drinks</b> <b>Breakfast</b>, Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink <b>AM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco <b>Lunch</b>, Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks <b>PM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco <b>Dinner</b>, Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</p> <p><b>Participants Kit:</b> 40 pieces - Participants Manual customized - 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves 40 pieces - Zipper Envelope- oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches/34cm x 24cm 40 pieces - Ballpen - Fine point, point size: 0.5mm, color: black 40 pieces - Notebook - weight (55gsm, -5%), bond, thickness (0.075mm) size (148x200mm) 80 leaves 50 pieces - Dri-fit Long sleeves color: gray, various sizes 50 pieces - Poncho (kapote)- vinyl material, 100% waterproof and breathable 50 pieces - Technical Gloves- Rubber knitted gloves, water-resistant</p> <p><b>TRAINING MATERIALS:</b> 1 piece - Banner 4x8ft, PVC vinyl flex banner, print with seminar subject 1 piece - Banner 2x4ft, PVC vinyl flex banner, print with seminar subject 10 pieces - Instructor's Guide customized - 8 ½ inches x 11 inches printed with subject seminar. Approx. 50 leaves 60 pieces - Manila paper 35 inches x 48 inches 20 boxes - Permanent markers (Black) refillable, non-toxic, xylene and toluene free 12 pieces/ box 20 boxes - Permanent markers (Blue) refillable, non-toxic, xylene and toluene free 12 pieces/ box</p>	lot	1	Upon Request by the End-User until December 31, 2025

	<p>30 pieces - Masking tape 2 inches</p> <p>30 pieces - Duct tape 2 inches x 10m</p> <p>5 boxes - PVC ID 3.375 inches x 2.125 inches 50's/box</p> <p>10 pieces - ID maker ink ribbon for smart 21 ID card printer</p> <p>50 pieces - ID holders with lace - Can fit 3.375 inches x 2.125 inches PVC ID</p> <p>10 set - printer ink (Epson L3250)</p> <p>10 boxes - Bond paper (A4)</p> <p>10 boxes - Bond paper (Long)</p> <p>20 packs - Colored Paper Assorted Color (light color) 8.5 inches x 13 inches 100 sheet/pack</p> <p>5 packs - Certificate paper (A4) linen board, short 220gsm, 10 pieces per pack</p> <p>50 pieces - Certificate holder (A4) acrylic cover with back board</p> <p>1 lot - Prizes</p> <ul style="list-style-type: none"> <li>- 5x healthy chips (assorted flavor 60g/ pack), 2 healthy oatmeal cookies (800g/ container)</li> </ul> <p>20 rolls - Caution Tape 3 inches x 300m</p> <p>250 pieces - Photocopy of Materials, A4 size, black and white print</p> <p>1 piece - House Rules Tarpaulin PVC vinyl flex banner, 23.4 inches x 33.1 inches, layout to be provided by end-user</p>			
2.	<p><b>BASIC EMERGENCY CARE COURSE</b> (1 batch 3 days)</p> <p><b>Hotel Accommodation</b> Hotel accommodation (3 days, 2 nights, hotel room, free use of function room, sound system, chairs and table) 40 participants, 10 secretariat/instructors</p> <p><b>Food and Drinks</b>  <b>Breakfast</b>, 2 viands (pork/chicken/beef), 1 side (vegetable/pasta), 1 rice, 1 dessert, drinks (water and juice)  <b>AM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco  <b>Lunch</b>, 2 viands (pork/chicken/beef), 1 side (vegetable/pasta), 1 rice, 1 dessert, drinks (water and juice)  <b>PM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco  <b>Dinner</b>, 2 viands (pork/chicken/beef), 1 side (vegetable/pasta), 1 rice, 1 dessert, drinks (water and juice)</p> <p><b>Participants Kit:</b>  50 pieces - Ballpen - Fine point, point size: 0.5mm, color: black  50 pieces - Notebook - weight (55gsm, -5%), bond, thickness (0.075mm) size (148x200mm) 80 leaves  5 boxes - Gloves (Latex, Large) 100's/box Rubber knitted, gloves, water resistant  5 boxes - Facemask 100's/box - 3 ply, cushioning nose foam, adjustable nose clip, fiberglass-free, hypo allergenic  50 pieces - Pocket Mask, Material: PVC + PE</p> <p><b>TRAINING MATERIALS:</b>  1 piece - Banner 4x8ft, PVC vinyl flex banner, print with seminar subject  1 piece - Banner 2x4ft, PVC vinyl flex banner, print with seminar subject</p>	1gt	1	<p><b>Upon Request by the End-User until December 31, 2025</b></p>

	<p>10 pieces - Instructor's Guide customized - 8 ½ inches x 11 inches printed with subject seminar. Approx. 50 leaves</p> <p>20 pieces - Manila paper 35 inches x 48 inches</p> <p>1 box - Permanent markers (Black) refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p>1 box - Permanent markers (Blue) refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p>2 pieces - Masking tape 2 inches</p> <p>2 pieces - Duct tape 2 inches x 10m</p> <p>1 box - PVC ID 3.375 inches x 2.125 inches 50's/box</p> <p>1 piece - ID maker ink ribbon for smart 21 ID card printer</p> <p>50 pieces - ID holders with lace - Can fit 3.375 inches x 2.125 inches PVC ID</p> <p>1 set - printer ink (Epson L3250)</p> <p>1 box - Bond paper (A4)</p> <p>10 packs - Certificate paper (A4) linen board, short 220gsm, 10 pieces per pack</p> <p>100 pieces - Certificate holder (A4) acrylic cover with back board</p> <p>1 lot - Prizes</p> <ul style="list-style-type: none"> <li>- 5x healthy chips (assorted flavor 60g/ pack), 2 healthy oatmeal cookies (800g/ container)</li> </ul> <p>50 boxes - Gauze pad, non-sterile, cotton, 4 inches x 4 inches, 8ply, 100 pieces/box</p> <p>75 pieces - Transpore, 1 inch</p> <p>75 pieces - Transpore, 2 inches</p> <p>30 pieces - Cervical Collar, heavy duty plastic with lining, 16 adjustable settings, foamed collar</p> <p>50 pieces - Rolled Splint, 11 x 92cm, color orange/blue</p> <p>10 pieces - Bag Valve Mask, adult size</p> <p>50 pieces - Nasal Cannula, for adult</p> <p>50 pieces - Oxygen Mask, for adult</p> <p>100 pieces - Photocopy of Materials, A4 size, black and white print</p>			Upon Request by the End-User until December 31, 2025
3.	<p><b>MENTAL HEALTH AND PSYCHOSOCIAL SUPPORT TRAINING</b> (2 batches 5 days)</p> <p><b>Hotel Accommodation</b> Hotel Accommodation (5 days, 4 nights, hotel room, free use of function room, sound system, chairs and table) 45 participants, 10 secretariat/instructors</p> <p><b>Food and Drinks</b> <b>Breakfast</b>, Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink <b>AM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco <b>Lunch</b>, Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks <b>PM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco <b>Dinner</b>, Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</p> <p><b>Participants Kit:</b> 90 pieces - Participants Manual customized - 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves 90 pieces - Zipper Envelope- oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches/34cm x 24cm</p>	lot	1	

<p>90 pieces - Ballpen - Fine point, point size: 0.5mm, color: black</p> <p>90 pieces - Notebook - weight (55gsm, -5%), bond, thickness (0.075mm) size (148x200mm) 80 leaves</p> <p><b>TRAINING MATERIALS:</b></p> <p>1 piece - Banner 4x8ft, PVC vinyl flex banner, print with seminar subject</p> <p>1 piece - Banner 2x4ft, PVC vinyl flex banner, print with seminar subject</p> <p>10 pieces - Instructor's Guide customized - 8 ½ inches x 11 inches printed with subject seminar. Approx. 50 leaves</p> <p>4 rooms - Breakout rooms (2 rooms per batch)</p> <p>110 pieces - ID holders with lace - Can fit 3.375 inches x 2.125 inches PVC ID</p> <p>5 boxes - PVC ID 3.375 inches x 2.125 inches 50's/box</p> <p>4 pieces - ID maker ink ribbon for smart 21 ID card printer</p> <p>18 packs - Certificate paper (A4) linen board, short 220gsm, 10 pieces per pack</p> <p>110 pieces - Certificate holder (A4) acrylic cover with back board</p> <p>2 lots - Prizes</p> <ul style="list-style-type: none"> <li>- 5x healthy chips (assorted flavor 60g/ pack), 2 healthy oatmeal cookies (800g/ container)</li> </ul> <p>20 packs - Colored Paper Assorted Color (light color) 8.5 inches x 13 inches 100 sheet/pack</p> <p>500 pieces - Photocopy of Materials, A4 size, black and white print</p>				<p><b>Upon Request by the End-User until December 31, 2025</b></p>
<p><b>Terms of Payment</b></p> <p>Upon every successful delivery per activity</p>				
***				

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

# Section VI. Schedule of Requirements

PROJECT NAME: LINE 4: HOTEL ACCOMMODATIONS AND OTHERS FOR QUEZON CITY BARANGAY HEALTH EMERGENCY RESPONSE TEAM (BHERT) CAPACITY BUILDING TRAINING/SEMINAR  
PROJECT NO. QCRRMO-25-HLMF-0590

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

Item Number	Description	Unit of Issue	Quantity	Delivered, Weeks/Months
1	<p><b>HOTEL ACCOMMODATIONS AND OTHERS FOR QUEZON CITY BARANGAY HEALTH EMERGENCY RESPONSE TEAM (BHERT) CAPACITY BUILDING TRAINING/SEMINAR</b></p> <p>-1,520pax, three (3) days and two (2) nights 4 batches</p> <p>-Inclusive of Venue Accommodation, Conference Room Facilities, Food &amp; Drinks</p> <p><u>CONCESSION AND AMENITIES:</u></p> <p>-Free welcome Tarpaylin</p> <p>-Free use of one function room for 8 hours and standard conference equipment such as widescreen, whiteboard marker and eraser, sound system and microphones</p> <p>-Free pads and pencils during conference proper</p> <p>-Free use of LCD Projector and projector screen</p> <p>-Free flowing coffee during conference proper</p> <p>-Free wi-fi access at the rooms, lobby area and function rooms.</p> <p>-Free use of swimming pool</p> <p>-10% Discount Tipanan Restaurant and 10% Discount Facio Coffee and Cocktails.</p> <p><u>VENUE ACCOMMODATION with FOOD AND DRINKS</u> (buffet style)</p> <p><b>Menu:</b></p> <p><u>Breakfast</u></p> <p>-One (1) Choice from Scrambled Egg / Sunny Side-Up Egg/ Egg Omelette / Boiled Egg</p> <p>-One (1) Choice from Dried Fish with Garlic-Vinegar Dip / Spanish Sardines / Tinapa / Daing na Bangus / Dried Isdang Lapad</p> <p>-One (1) Choice from Chicken Sausage Franks / Fried Hotdog / Pork Embutido / Corned Beef Hash / Skinless Pork Longganisa / Pork Tapa / Pork Tocino</p> <p>-One (1) Choice from Garlic Rice / Plain Rice</p> <p>-Fresh fruits</p> <p>-Coffee / Juice</p> <p><u>Lunch and Dinner</u></p> <p>-Two (2) Choices from the main dish column</p> <p>-One (1) Choice from the vegetable column</p> <p>-One (1) Choice from the soup column</p> <p>-One (1) Choice from the dessert column</p>	lot	1	<p>Upon Request by the End-User until December 31, 2025</p>

<p><b>*Buffet Lunch and Dinner – includes Steamed Pandan Rice; Pineapple Juice/ House Blend Iced Tea</b></p> <p><b>Main Dish</b>  Pork Igado/ Grilled Liempo/ Asado Pork/ Pork Humba/ Pork Kaldereta/ Pork Spareribs Royal/ Pork Bicol Express/ Fish Curry/ Rellenong Bangus/ Sinaing Na Tulingan/ Bistek Bangus/ Fried Fish Fillet with Tartar Sauce/ Crispy Fried Tawilis/ Chicken BBQ/ Chicken Adobo/ Chicken Afritada/ Pininyahang Manok Sa Gata/ Chicken Curry/ Roasted Chicken with Gravy/ Breaded Chicken Fillet with Lemon Garlic Sauce/ Fried Chicken with Gravy/ Chicken Hawaiian/ Sweet And Sour Fish Fillet/ Fried Fish Fillet with Black Bean Sauce/ Bistek Na Bangus, Fish Fillet W/ Lemon-Butter Sauce</p> <p><b>Vegetables</b>  Stir Fried Vegetables/ Sauteed Beans in Oyster Sauce/ Guisadong Ampalaya/ Pinakbet/ Sauteed Vegetables/ Buttered Mixed Vegetables/ Chopsuey/ Lumpiang Hubad/ Guisadong Togue/ Stirfried Mixed Vegetables</p> <p><b>Soup</b>  Chicken Sotanghon Soup/ Sabaw Ng Misua with Meatballs/ Crab &amp; Corn Soup/ Egg-Droup Soup/ Bulalo Soup/ Cream of Mushroom/ Pumpkin Soup/ Cream of Chicken Soup/ Batchoy Soup/ Chicken Tinola Soup</p> <p><b>Dessert</b>  Coffee Jelly/ Fruit Salad/ Leche Flan/ Mango Sago/ Buko Pandan/ Fresh Fruits in Season</p>				<p><b>Upon Request by the End-User until December 31, 2025</b></p>
***				

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

## ***Section VII. Technical Specifications***

### **Notes for Preparing the Technical Specifications**

A set of precise and clear specifications is a prerequisite for Bidders to respond realistically and competitively to the requirements of the Procuring Entity without qualifying their Bids. In the context of Competitive Bidding, the specifications (e.g. production/delivery schedule, manpower requirements, and after-sales service/parts, descriptions of the lots or items) must be prepared to permit the widest possible competition and, at the same time, present a clear statement of the required standards of workmanship, materials, and performance of the goods and services to be procured. Only if this is done will the objectives of transparency, equity, efficiency, fairness, and economy in procurement be realized, responsiveness of bids be ensured, and the subsequent task of bid evaluation and post-qualification facilitated. The specifications should require that all items, materials and accessories to be included or incorporated in the goods be new, unused, and of the most recent or current models, and that they include or incorporate all recent improvements in design and materials unless otherwise provided in the Contract.

Samples of specifications from previous similar procurements are useful in this respect. The use of metric units is encouraged. Depending on the complexity of the goods and the repetitiveness of the type of procurement, it may be advantageous to standardize the General Technical Specifications and incorporate them in a separate subsection. The General Technical Specifications should cover all classes of workmanship, materials, and equipment commonly involved in manufacturing similar goods. Deletions or addenda should then adapt the General Technical Specifications to the particular procurement.

Care must be taken in drafting specifications to ensure that they are not restrictive. In the specification of standards for equipment, materials, and workmanship, recognized Philippine and international standards should be used as much as possible. Where other particular standards are used, whether national standards or other standards, the specifications should state that equipment, materials, and workmanship that meet other authoritative standards, and which ensure at least a substantially equal quality than the standards mentioned, will also be acceptable. The following clause may be inserted in the Special Conditions of Contract or the Technical Specifications.

### **Sample Clause: Equivalency of Standards and Codes**

Wherever reference is made in the Technical Specifications to specific standards and codes to be met by the goods and materials to be furnished or tested, the provisions of the latest edition or revision of the relevant standards and codes shall apply, unless otherwise expressly stated in the Contract. Where such standards and codes are national or relate to a particular country or region, other authoritative standards that ensure substantial equivalence to the standards and codes specified will be acceptable.

Reference to brand name and catalogue number should be avoided as far as possible; where unavoidable they should always be followed by the words "*or at least equivalent.*" References to brand names cannot be used when the funding source is the GOP.

Where appropriate, drawings, including site plans as required, may be furnished by the Procuring Entity with the Bidding Documents. Similarly, the Supplier may be requested to provide drawings or samples either with its Bid or for prior review by the Procuring Entity during contract execution.

Bidders are also required, as part of the technical specifications, to complete their statement of compliance demonstrating how the items comply with the specification.

# Technical Specifications

PROJECT NAME: LINE 1: HOTEL ACCOMMODATION AND OTHERS

PROJECT NO. QCDDRRMO-25-HLMF-0590

Item	Specification	Statement of Compliance
		<p>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</p>
A.1	<p><b>WATER SEARCH AND RESCUE TRAINING</b> (5 batches x 50 pax x 3 days)</p> <ul style="list-style-type: none"> <li><b>Hotel Accommodation – 750 pax</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and tables) 40 participants, 10 secretariat/instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li><b>Breakfast (3 days) – 750 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li><b>AM Snack (3 days) – 750 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li><b>Lunch (3 days) – 750 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li><b>PM Snack (3 days) – 750 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li><b>Dinner (3 days) – 750 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li><b>Participant's Manual – 200 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> </ul>	

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	<ul style="list-style-type: none"> <li>• <b>Zipper Envelope – 200 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Notebook – 200 pieces</b> Weight (55 gsm, - 5%), bond, thickness (0.075mm) size (148 x 200 mm) 80 leaves</li> <li>• <b>Dri-fit Long Sleeves – 200 pieces</b> Color gray, various sizes</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>PVC ID – 4 boxes</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 1 piece</b> For Smart 21 ID card printer</li> <li>• <b>ID Holder with Lace – 200 pieces</b> Can fit 3.375 inches x 2.125 inches PVC ID</li> <li>• <b>Certificate Paper – 30 packs</b> A4, linen board, short, 220 gsm, 10 pieces/ pack</li> <li>• <b>Certificate Holder- 200 pieces</b> (40 pieces/batch) A4, acrylic cover with back board</li> <li>• <b>Prizes – 5 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>	
2	<p><b>SWIFT WATER AND BOAT HANDLING</b> (5 batches x 50 pax x 3 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 750 pax</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and tables) 40 participants, 10 secretariat/ instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (3 days) – 750 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (3 days) – 750 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> </ul>	

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- **Lunch (3 days) – 750 pax**  
Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks
- **PM Snack (3 days) – 750 pax**  
Rice cake/pasta/sandwich with juice/hot chocolate
- **Dinner (3 days) – 750 pax**  
Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks

#### **Participants' Kit**

- **Participant's Manual – 200 pieces**  
Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves
- **Zipper Envelope – 200 pieces**  
Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm
- **Ballpen – 200 pieces**  
Fine point, point size: 0.5 mm, color: black
- **Notebook – 200 pieces**  
Weight (55 gsm, - 5%), bond, thickness (0.075mm) size (148 x 200 mm) 80 leaves
- **Dri-fit Long Sleeves – 250 pieces**  
Color orange, various sizes
- **Whistle – 200 pieces**  
About 130 decibels, ABS hard plastic, with lanyard
- **Technical Gloves – 250 pieces**  
Rubber knitted gloves, water-resistant

#### **Training Materials**

- **Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece**  
PVC vinyl flex banner, print with seminar subject
- **Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece**  
PVC vinyl flex banner, print with seminar subject
- **Manila Paper – 100 pieces**  
35 inches x 48 inches
- **Permanent Marker (Black) – 5 boxes**  
Refillable, non-toxic, xylene and toluene free, 12 pieces/box
- **Permanent Marker (Blue) – 5 boxes**  
Refillable, non-toxic, xylene and toluene free, 12 pieces/box
- **Masking Tape – 20 pieces**  
2 inches

	<ul style="list-style-type: none"> <li>• <b>Duct Tape – 45 pieces</b> 2 inches x 10 m</li> <li>• <b>PVC ID – 5 boxes</b> 3.375 inches x 2.125 inches, 50/box 1 box/batch</li> <li>• <b>ID Maker Ink Ribbon – 5 pieces</b> For Smart 21 ID card printer, 1/batch</li> <li>• <b>Certificate Paper – 20 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack, 4 packs/batch</li> <li>• <b>Certificate Holder- 200 pieces</b> (40 pieces/batch) A4, acrylic cover with back board</li> <li>• <b>Prizes – 5 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> <li>• <b>Gasoline – 500 liters</b> 100 liters/batch</li> </ul>	
3	<p><b>CRASH VEHICLE EXTRICATION AND RESCUE TRAINING</b> (4 batches x 45 pax x 3 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 540 pax</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and tables) 40 participants, 5 secretariat/ instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (3 days) – 540 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (3 days) – 540 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (3 days) – 540 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (3 days) – 540 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (3 days) – 540 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Participant's Manual – 160 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> </ul>	

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- **Zipper Envelope – 160 pieces**  
Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm
- **Ballpen – 160 pieces**  
Fine point, point size: 0.5 mm, color: black
- **Notebook – 160 pieces**  
Weight (55 gsm, - 5%), bond, thickness (0.075mm) size (148 x 200 mm) 80 leaves
- **Dri-III Long Sleeves – 160 pieces**  
Color gray, various sizes
- **Poncho (Kapote) – 160 pieces**  
Vinyl material, 100% waterproof and breathable
- **Technical Gloves – 160 pieces**  
Rubber knitted gloves, water-resistant

#### **Training Materials**

- **Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece**  
PVC vinyl flex banner, print with seminar subject
- **Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece**  
PVC vinyl flex banner, print with seminar subject
- **Gasoline – 160 liters**
- **Manila Paper – 50 pieces**  
35 inches x 48 inches
- **Permanent Marker (Black) – 10 boxes**  
Refillable, non-toxic, xylene and toluene free, 12 pieces/box
- **Permanent Marker (Blue) – 10 boxes**  
Refillable, non-toxic, xylene and toluene free, 12 pieces/box
- **Masking Tape – 20 pieces**  
2 inches
- **Duct Tape – 60 pieces**  
2 inches x 10 m
- **PVC ID – 4 boxes**  
3.375 inches x 2.125 inches, 50/box
- **ID Maker Ink Ribbon – 4 pieces**  
For Smart 21 ID card printer, 1/batch
- **ID Holder with Lace – 160 pieces**  
Can fit 3.375 inches x 2.125 inches PVC ID
- **Colored Paper – 5 pack**  
8.5 inches x 13 inches, assorted colors (light colors only), 100 sheets/pack

	<ul style="list-style-type: none"> <li>• <b>Certificate Paper – 16 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack, 4 packs/batch</li> <li>• <b>Certificate Holder- 160 pieces</b> (40 pieces/batch) A4, acrylic cover with back board</li> <li>• <b>Prizes – 4 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>	
4	<p><b>RAPID DAMAGE ASSESSMENT AND NEEDS ANALYSIS</b> (4 batches x 56 pax x 4 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 896 pax</b> (4 days and 3 nights, hotel room, free use of function room, sound system, chairs and tables) 45 participants, 11 secretariat/ instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (4 days) – 896 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (4 days) – 896 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (4 days) – 896 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (4 days) – 896 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (4 days) – 896 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Participant's Manual – 180 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li>• <b>Zipper Envelope – 180 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Ballpen – 180 pieces</b> Fine point, point size: 0.5 mm, color: black</li> <li>• <b>Dri-fit Long Sleeves – 180 pieces</b> Color gray, various sizes</li> </ul>	

### Training Materials

- **Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece**  
PVC vinyl flex banner, print with seminar subject
- **Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece**  
PVC vinyl flex banner, print with seminar subject
- **ID Holder with Lace – 180 pieces**  
Can fit 3.375 inches x 2.125 inches PVC ID
- **Whiteboard Marker (Blue) – 4 boxes**  
Refillable, non-toxic, xylene and toluene free, 12 pieces/box
- **Whiteboard Marker (Red) – 4 boxes**  
Refillable, non-toxic, xylene and toluene free, 12 pieces/box
- **Photopaper Glossy – 10 packs**  
A4 size, 10/pack
- **Colored Paper – 10 packs**  
8.5 inches x 13 inches, assorted colors (light colors only), 100 sheets/pack
- **Sticker Paper – 10 packs**  
A4 size, matte, 10/pack
- **Manila Paper – 100 pieces**  
35 inches x 48 inches
- **PVC ID – 4 boxes**  
3.375 inches x 2.125 inches, 50/box
- **ID Maker Ink Ribbon – 1 piece**  
For Smart 21 ID card printer
- **Certificate Paper – 18 packs**  
A4, linen board, short, 220 gsm, 10 pieces/pack
- **Certificate Holder- 180 pieces**  
A4, acrylic cover with back board
- **Double Sided Tape – 5 pieces**  
18 mm, 10 m length
- **Laminating Sheet Long – 1 ream**  
Long, 250 microns, 100/ream
- **Stick Glue – 10 pieces**  
All purpose, 6g
- **Prizes – 4 lots**  
5 healthy chips (assorted flavor 60g/pack)  
2 healthy oatmeal cookies (800g/container)

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5	<p style="text-align: center;"><b>INTEGRATED PLANNING ON INCIDENT COMMAND SYSTEM</b> (2 batches x 63 pax x 5 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 630 pax</b> (5 days and 4 nights, hotel room, free use of function room, sound system, chairs and tables) 50 participants, 13 secretariat/instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (5 days) – 630 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (5 days) – 630 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (5 days) – 630 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (5 days) – 630 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (5 days) – 630 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Participant's Manual – 100 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li>• <b>Zipper Envelope – 100 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Ballpen – 100 pieces</b> Fine point, point size: 0.5 mm, color: black</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>ID Holder with Lace – 100 pieces</b> Can fit 3.375 inches x 2.125 inches PVC ID</li> <li>• <b>Whiteboard Marker (Blue) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> </ul>	
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	<ul style="list-style-type: none"> <li>• <b>Whiteboard Marker (Red) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Photopaper Glossy – 10 packs</b> A4 size, 10/pack</li> <li>• <b>Colored Paper – 10 packs</b> 8.5 inches x 13 inches, assorted colors (light colors only), 100 sheets/pack</li> <li>• <b>Sticker Paper – 10 packs</b> A4 size, matte, 10/pack</li> <li>• <b>PVC ID – 2 boxes</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 1 piece</b> For Smart 21 ID card printer</li> <li>• <b>Certificate Paper – 10 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack</li> <li>• <b>Certificate Holder- 100 pieces</b> A4, acrylic cover with back board</li> <li>• <b>Prizes – 2 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>	
6	<p><b>INCIDENT COMMAND SYSTEM POSITION COURSE TRAINING</b> (2 batches x 57 pax x 5 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 570 pax</b> (5 days and 4 nights, hotel room, free use of function room, sound system, chairs and tables) 40 participants, 17 secretarial/ instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (5 days) – 570 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (5 days) – 570 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (5 days) – 570 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (5 days) – 570 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (5 days) – 570 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul>	



	<p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Participant's Manual – 80 pieces</b> Customized – 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves</li> <li>• <b>Zipper Envelope – 80 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Ballpen – 80 pieces</b> Fine point, point size: 0.5 mm, color: black</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>ID Holder with Lace – 80 pieces</b> Can fit 3.375 inches x 2.125 inches PVC ID</li> <li>• <b>Whiteboard Marker (Blue) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Whiteboard Marker (Red) – 10 boxes</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Photopaper Glossy – 10 packs</b> A4 size, 10/pack</li> <li>• <b>Colored Paper – 10 packs</b> 8.5 inches x 13 inches, assorted colors (light colors only), 100 sheets/pack</li> <li>• <b>Sticker Paper – 10 packs</b> A4 size, matte, 10/pack</li> <li>• <b>Manila Paper – 200 pieces</b> 35 inches x 48 inches</li> <li>• <b>PVC ID – 2 boxes</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 2 pieces</b> For Smart 21 ID card printer</li> <li>• <b>Certificate Paper – 8 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack</li> <li>• <b>Certificate Holder- 80 pieces</b> A4, acrylic cover with back board</li> <li>• <b>Double Sided Tape – 5 pieces</b> 18 mm, 10 m length</li> </ul>	
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	<ul style="list-style-type: none"> <li>• <b>Prizes – 2 lots</b> 5 healthy chips (assorted flavor 60g/pack) 2 healthy oatmeal cookies (800g/container)</li> </ul>	
7	<p><b>QCDRRMO STRATEGIC PLANNING</b> (1 batch x 53 pax x 5 days)</p> <ul style="list-style-type: none"> <li>• <b>Hotel Accommodation – 265 pax</b> (5 days and 4 nights, hotel room, free use of function room, sound system, chairs and tables) 45 participants, 8 secretariat/instructors</li> </ul> <p><b>Food and Drinks</b></p> <ul style="list-style-type: none"> <li>• <b>Breakfast (5 days) – 265 pax</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</li> <li>• <b>AM Snack (5 days) – 265 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Lunch (5 days) – 265 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> <li>• <b>PM Snack (5 days) – 265 pax</b> Rice cake/pasta/sandwich with juice/hot chocolate</li> <li>• <b>Dinner (5 days) – 265 pax</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</li> </ul> <p><b>Participants' Kit</b></p> <ul style="list-style-type: none"> <li>• <b>Zipper Envelope – 45 pieces</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm</li> <li>• <b>Ballpen – 45 pieces</b> Fine point, point size: 0.5 mm, color: black</li> <li>• <b>Notebook – 45 pieces</b> Weight (55 gsm, - 5%), bond, thickness (0.075mm) size (148 x 200 mm) 80 leaves</li> <li>• <b>Polo Shirt – 45 pieces</b> Full sublimation shirt, polo button, 180 gsm polydex, full dye sublimation, various sizes</li> </ul> <p><b>Training Materials</b></p> <ul style="list-style-type: none"> <li>• <b>Banner / Tarpaulin 4 ft. x 8 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> <li>• <b>Banner / Tarpaulin 2 ft. x 4 ft. – 1 piece</b> PVC vinyl flex banner, print with seminar subject</li> </ul>	

	<ul style="list-style-type: none"> <li>• <b>ID Holder with Lace – 53 pieces</b> Can fit 3.375 inches x 2.125 inches PVC ID</li> <li>• <b>Whiteboard Marker (Blue) – 1 box</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Whiteboard Marker (Red) – 1 box</b> Refillable, non-toxic, xylene and toluene free, 12 pieces/box</li> <li>• <b>Photopaper Glossy – 5 packs</b> A4 size, 10/pack</li> <li>• <b>Certificate Paper – 5 packs</b> A4, linen board, short, 220 gsm, 10 pieces/pack</li> <li>• <b>Colored Paper – 5 packs</b> 8.5 inches x 13 inches, assorted colors (light colors only), 50 pieces/pack</li> <li>• <b>Sticker Paper – 5 packs</b> A4 size, matte, 10/pack</li> <li>• <b>Certificate Holder- 53 pieces</b> A4, acrylic cover with back board</li> <li>• <b>PVC ID – 1 box</b> 3.375 inches x 2.125 inches, 50/box</li> <li>• <b>ID Maker Ink Ribbon – 1 piece</b> For Smart 21 ID card printer</li> <li>• <b>Prizes – 1 lot</b> 25 healthy chips (assorted flavor, 105g) 15 healthy oatmeal cookies (800g/container)</li> </ul>	
	<b>Terms of Payment</b> Upon every successful delivery per activity	
<b>B.</b>	<b>Compliance to the Schedule of Requirements (Section VI)</b>	

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

# Technical Specifications

PROJECT NAME: LINE 2: HOTEL ACCOMMODATION AND OTHERS  
PROJECT NO. QCRRMO-25-HLMF-0590

Item	Specification	Statement of Compliance
		<i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
A. 1	<p><b>UPDATING OF THE LOCAL DRRM PLAN</b> (1 batch x 95 pax x 3 days) <b>Hotel Accommodation</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and tables) 85 participants, 10 secretariat/ instructors <b>Food and Drinks</b> <b>Breakfast</b> Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink <b>AM Snack</b> Rice cake/pasta/sandwich with juice/hot chocolate <b>Lunch</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks <b>PM Snack</b> Rice cake/pasta/sandwich with juice/hot chocolate <b>Dinner</b> Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks <b>Participants' Kit</b> <b>95 pieces- Zipper Envelope</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches / 34 cm x 24 cm <b>95 pieces -Ball pen</b> Fine point, point size: 0.5 mm, color: black <b>95 pieces – Pencil- No. 2</b> <b>95 pieces -Notepad with QCRRMO Logo</b> Weight (55 gsm, -5%), bond, thickness (0.075mm) size (148x200mm), 80 leaves <b>95 pieces- ID Holder with Lanyard</b> can fit 3.375 inches x 2.125 inches, PVC ID <b>Workshop Materials</b> <b>5 box - Paper (A4) size (10's/pack).</b></p>	

	<p><b>5 box - Paper (Long) size (10's/pack).</b>  <b>300 pieces - Manila paper</b>  35 inches x 48 inches</p> <p><b>4 box - Permanent markers (Black)</b>  refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p><b>4 box - Permanent markers (Blue)</b>  refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p><b>4 box -Whiteboard markers (Black)</b>  refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p><b>4 box - Whiteboard markers (Red)</b>  refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p><b>4 box - Whiteboard markers (Blue)</b>  refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p><b>150 pieces - Gel Pen (Black- .5mm</b>  <b>150 pieces - Gel Pen (Blue)- .5mm</b>  <b>150 pieces - Gel Pen (Red)- .5mm</b></p> <p><b>20 box - Paper Clip</b>  3mm, No. 33, vinyl coating, 80 pieces/box</p> <p><b>50 pack - Specialty Paper</b>  A4 linen board, short 220gsm, 10 pieces per pack</p> <p><b>20 pack - Sticker Paper</b>  A4 size Matte 8.5 inches x 11 inches,10's/pack</p> <p><b>5 pieces- Masking tape- 2 inches</b></p> <p><b>5 pack - Colored Paper</b>  Assorted Color (light color) 8.5 inches x 13 inches  100 sheet/pack</p> <p><b>95 pieces- Certificate holder</b>  (A4) 8.5 inches x 11 inches, acrylic cover with back board</p> <p><b>1 box - PVC ID</b>  3.375 inches x 2.125 inches 50's/box</p> <p><b>1 piece - ID marker Ink ribbon</b>  For smart 21 ID card printer</p> <p><b>1 box - Storage Box and Organizing Box</b>  (155 liters) with wheels, with side clip, stackable, plastic material</p> <p><b>1 lot - Prizes (2,000)</b>  5x healthy chips (assorted flavor 60g/ pack), 2 healthy oatmeal cookies (800g/ container)</p> <p><b>4 set - Printer ink</b>  for Epson L3250 – Black, Cyan, Yellow, Magenta</p>	
2	<p><b>URBAN SEARCH AND RESCUE</b>  <b>(1 batch x 42 pax x 10 days)</b></p> <p><b>Hotel Accommodation</b>  (10 days, 9 nights, hotel room, free use of function room, sound system, chairs and table) 30 participants, 12 secretariat/ instructors</p> <p><b>Food and Drinks</b></p> <p><b>Breakfast</b>  Fried rice/ rice, beef/pork/seafood/chicken dish, egg, soup and fresh fruits with juice</p> <p><b>AM Snack</b>  Rice cake/pasta/sandwich with juice/ hot choco</p> <p><b>Lunch</b></p>	

Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks

**PM Snack**

Rice cake/ pasta/sandwich with juice/hot choco

**Dinner**

Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks

**Participant's Kit:**

**30 pieces - Participant's Manual**  
Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves

**30 pieces - Zipper Envelope**  
Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm

**30 pieces - Ball pen**  
fine point, point size: 0.5 mm, color: black

**30 pieces - Notebook**  
weight (55 gsm- 5%) bond, thickness (0.75mm) size (148x200mm)) 80 leaves

**42 pieces - Dri-fit Long Sleeves**  
color: gray, various sizes

**42 pieces - Poncho (Kapote)**  
vinyl material, 100% waterproof and breathable

**42 pieces - Technical Gloves**  
rubber knitted gloves, water- resistant

**Training Materials:**

**1 piece- Banner**  
Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject

**1 piece - Banner**  
Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject

**20 pieces - Manila Paper**  
35 inches x 48 inches

**5 boxes - Permanent Makers (black)**  
refillable, non-toxic, xylene and toluene free

**5 boxes - Permanent Makers (blue)**  
refillable, non-toxic, xylene and toluene free

**20 pieces- Masking Tape- 2 inches**

**20 pieces- Duct Tape- 2 inches x 10m**

**1 box - PVC ID**  
3.375 inches x 2.125 inches, 50/box

**1 piece - ID maker ink ribbon**  
for smart 21 ID card printer

**2 set - Printer Ink**  
for EPSON L3250

**1 box - Bond Paper (A4)**

**1 box - Bond Paper (Long)**

**2 pack - Colored Paper**  
8.5 inches x 13 inches, Assorted Color (light color)  
100 sheet/pack

**3 pack - Certificate Paper**  
(A4) linen board, short 220gsm, 10 pieces/per pack

**45 pieces - Certificate Holder**  
(A4) acrylic cover with back board

**1 lot - Prizes (2,000 batch)**  
5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)

	<p><b>20 rolls - Caution Tape</b> 3 inches x 300m</p> <p><b>250 pieces - Photocopy of Materials</b> A4 size, black and white print</p> <p><b>12 pieces - Instructor's Guide</b> customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>1 piece - House Rules Tarpaulin</b> Activity Banner, 6ft x 4ft, PVC vinyl flex banner</p>	
3	<p><b>HIGH ANGLE RESCUE TRAINING</b> (1 batch x 70 pax x 3 days)</p> <p><b>Hotel Accommodation</b> (3 days and 2 nights, hotel room, free use of function room, sound system, chairs and table) 55 participants, 15 secretariat/ instructors</p> <p><b>Food and Drinks</b></p> <p><b>Breakfast</b> Appetizer, soup, salad, meat (pork, chicken, beef), fish, pasta, drinks, 140 participants, 22 secretariat/ instructors</p> <p><b>AM Snack</b> Any two of: Rice cake/ pasta/ sandwich with juice/hot choco</p> <p><b>Lunch</b> Appetizer, soup, salad, meat (pork, chicken, beef), fish, pasta, dessert, drinks, 140 participants, 22 secretariat/instructors</p> <p><b>PM Snack</b> Any two of: Rice cake/ pasta/ sandwich with juice/ hot choco</p> <p><b>Dinner</b> Appetizer, soup, salad, meat (pork, chicken, beef), fish, pasta, dessert, drinks, 140 participants, 22 secretariat/ instructors</p> <p><b>Participant's Kit:</b></p> <p><b>55 pieces - Participant's Manual</b> Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>55 pieces - Zipper Envelope</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm</p> <p><b>55 pieces - Ball pen</b> fine point, point size: 0.5 mm, color: black</p> <p><b>55 pieces - Notebook</b> weight (55 gsm- 5%) bond, thickness (0.75mm) size (148x200mm)) 80 leaves</p> <p><b>70 pieces - Dri-Fit long sleeves</b> color: gray, various sizes</p> <p><b>70 pieces - Poncho (Kapote)</b> vinyl material, 100% waterproof and breathable</p> <p><b>70 pieces - Technical Gloves</b> rubber knitted gloves, water- resistant</p> <p><b>70 pair - Tactical Elbow &amp; Knee Pad</b> Knee Pad: 19cm (height) 17cm (width) (leeway of +/- 1cm)- Elbow Pad: 16cm (height) 14cm (width) (leeway of +/- 1cm)</p> <p><b>Training Materials:</b></p> <p><b>1 piece - Banner</b></p>	

	<p>Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece- Banner</b></p> <p>Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>15 pieces - Instructor's Guide</b></p> <p>customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>100 pieces - Manila Paper</b></p> <p>35 inches x 48 inches</p> <p><b>5 boxes - Permanent Makers (black)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>5 boxes - Permanent Makers (blue)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>20 pieces- Masking Tape- 2 inches</b></p> <p><b>20 pieces- Duct Tape- 2 inches x 10m</b></p> <p><b>2 boxes PVC ID</b></p> <p>3.375 inches x 2.125 inches</p> <p><b>2 pieces - ID maker ink ribbon</b></p> <p>for smart 21 ID card printer</p> <p><b>50 pieces - ID holder with lace</b></p> <p>can fit 3.375 inches x 2.125 inches, PVC ID</p> <p><b>2 set - Printer Ink</b></p> <p>for EPSON L3250</p> <p><b>1 box - Bond Paper (A4)</b></p> <p><b>1 box - Bond Paper (Long)</b></p> <p><b>10 pack - Colored Paper</b></p> <p>8.5 inches x 13 inches, Assorted Color (light color)</p> <p>100 sheet/pack</p> <p><b>7 pack - Certificate Paper</b></p> <p>(A4) linen board, short 220gsm, 10 pieces/per pack</p> <p><b>70 pieces - Certificate Holder</b></p> <p>(A4) acrylic cover with back board</p> <p><b>1 lot - Prizes (2,000 batch)</b></p> <p>5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)</p> <p><b>15 rolls - Caution Tape</b></p> <p>3 inches x 300m</p> <p><b>1 piece - House Rules Tarpaulin</b></p> <p>Activity Banner, 6ft x 4ft, PVC vinyl flex banner</p> <p><b>6 reels – Pull Starter Rope</b></p> <p>BBA, nylon 1 reel (100 meters)</p> <p><b>10 pieces - Steel Brush</b></p> <p>Wood handle, copper wire brush</p>	
4	<p><b>FIRST RESPONDER TRAINING COURSE</b></p> <p>(10 batches x 550 pax x 4 days)</p> <p><b>Food and Drinks</b></p> <p>(45 participants, 10 secretariat/ instructors)</p> <p><b>Breakfast</b></p> <p>2 viand (pork/ chicken/ beef), 1 side (vegetable/ pasta), 1 rice, 1 dessert, drinks (water and juice)</p> <p><b>AM Snack</b></p> <p>Rice cake/ pasta/sandwich with juice/ hot choco</p> <p><b>Lunch</b></p> <p>2 viand (pork, chicken, beef), 1 side (vegetable/ pasta), 1 rice, 1 dessert, drinks (water and juice)</p> <p><b>PM Snack</b></p> <p>Rice cake/ pasta/ sandwich with juice/ hot choco</p> <p><b>Participant's Kit:</b></p> <p><b>450 pieces - Participant's Manual</b></p>	



Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves

**450 pieces - Zipper Envelope**  
Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm

**450 pieces - Ball pen**  
fine point, point size: 0.5 mm, color: black

**450 pieces - Notebook**  
weight (55 gsm- 5%) bond, thickness (0.75mm) size (148x200mm)) 80 leaves

**450 pieces - Triangular Bandage**  
Cotton or Polyester, 42x24x60

**450 pieces - Pocket Mask**  
Material: PVC + PE

**Training Materials:**

**1 piece - Banner**  
Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject

**1 piece - Banner**  
Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject

**25 pieces - Instructor's Guide**  
customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves

**1000 pieces - Manila Paper**  
35 inches x 48 inches

**50 boxes - Permanent Makers (black)**  
refillable, non-toxic, xylene and toluene free

**50 boxes - Permanent Makers (blue)**  
refillable, non-toxic, xylene and toluene free

**50 boxes - White Board Marker (blue)**  
refillable, non-toxic, xylene and toluene free

**50 boxes - White Board Marker (red)**  
refillable, non-toxic, xylene and toluene free

**50 pieces- Masking Tape- 2 inches**

**50 pieces- Duct Tape- 2 inches x 10m**

**20 boxes - PVC ID**  
3.375 inches x 2.125 inches, 50/box

**20 pieces - ID maker ink ribbon**  
for smart 21 ID card printer

**450 pieces - ID holder with lace**  
can fit 3.375 inches x 2.125 inches, PVC ID

**5 boxes - Bond Paper (A4)**

**5 boxes - Bond Paper (Long)**

**100 pack - Colored Paper**  
8.5 inches x 13 inches, Assorted Color (light color)  
100 sheet/pack

**450 pack - Certificate Paper**  
(A4) linen board, short 220gsm, 10 pieces/per pack

**450 pieces - Certificate Holder**  
(A4) acrylic cover with back board

**10 lot - Prizes (2,000 batch)**  
5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)

**75 boxes - Gloves**  
Latex, Large, 100/box

**50 boxes - Gauze Pad**

	<p>Non-sterile, cotton, 4 inches x 4 inches 8 ply, 100 pieces/box</p> <p><b>75 pieces - Transpore- 1 inch</b></p> <p><b>75 pieces - Transpore- 2 inches</b></p> <p><b>2100 pieces - Photocopy of Materials</b></p> <p>A4 size, black and white print</p> <p><b>75 boxes- Facemask- 100/ box</b></p> <p><b>30 pieces- Cervical Collar</b></p> <p>Heavy Duty plastic with lining, 16 adjustable settings, foamed collar</p> <p><b>80 pieces - Rolled Splint</b></p> <p>11x92cm, color orange/blue</p> <p><b>10 pieces - Paint Brush</b></p> <p>Wood handle, 4 inches</p> <p><b>70 pieces - Tactical Protecting Googles</b></p> <p>Antifog, frame materials: plastic, frameless, Lens: Uncoated, clear, splash protection</p> <p><b>6 spools - Nylon Rope</b></p> <p>Polyester, blue, 16mm, 200 meters</p> <p><b>5 spools - Manila Rope</b></p> <p>14m, 200 meters, white, polypropylene</p> <p><b>70 pieces - Tactical Ear Plug</b></p> <p>Pocket-pak duo, nrr 24 db for small, medium, large</p> <p><b>20 pieces - Multi tool Plier</b></p> <p>Stainless steel, multi-function tool, 30 in 1</p> <p><b>7 spools - Kernmantle Rope</b></p> <p>10mm x 200 meters</p> <p><b>250 pieces - Photocopy of Materials</b></p> <p>A4 size, black and white print</p>	
5	<p><b>COMMUNITY- BASED DRRM TRAINING (TRAINING FOR TRAINERS)</b></p> <p><b>(1 batch x 60 pax x 5 days)</b></p> <p><b>Hotel Accommodation</b></p> <p>(5 days, 4 nights, hotel room, free use of function room, sound system, chairs and table) 50 participants, 10 secretariat/ instructors</p> <p><b>Food and Drinks</b></p> <p><b>Breakfast</b></p> <p>Friend rice/ rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink</p> <p><b>AM Snack</b></p> <p>Rice cake/ pasta/ sandwich with juice/ hot choco</p> <p><b>Lunch</b></p> <p>Rice, beef/pork/seafood/chicken dish, vegetable, soup, and fresh fruits with juice drinks</p> <p><b>PM Snack</b></p> <p>Rice cak/pasta/sandwich with juice/ hot choco</p> <p><b>Dinner</b></p> <p>Rice, beef/pork/seafood/chicken dish, vegetable, soup, and fresh fruits with juice drinks</p> <p>Participant's Kit:</p> <p><b>50 pieces - Participants Manual</b></p> <p>Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>50 pieces - Zipper Envelope</b></p> <p>Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm</p> <p><b>50 pieces - Ball pen</b></p>	

	<p>fine point, point size: 0.5 mm, color: black</p> <p><b>Training Materials:</b></p> <p><b>1 piece - Banner</b> Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece - Banner</b> Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>33 pieces - Activity Banner</b> 6ft x 4ft, PVC vinyl flex banner</p> <p><b>60 pieces - ID Holders with lace</b> can fit 3.375 inches x 2.125 inches, PVC ID</p> <p><b>2 pack - Photo paper Glossy</b> A4 size (10/pack)</p> <p><b>60 pieces - Manila paper</b> 35 inches x 48 inches</p> <p><b>5 pack - Colored Paper</b> 8.5 x 13, Assorted Color (light color) 100 sheet/pack</p> <p><b>2 pack- Sticker Paper</b> A4 size, matte, 10/pack</p> <p><b>2 boxes - PVC ID</b> 3.375 inches x 2.125 inches, 50/box</p> <p><b>1 piece - ID maker ink ribbon</b> for smart 21 ID card printer</p> <p><b>6 pack - Certificate Paper</b> (A4) linen board, short 220gsm, 10 pieces/per pack</p> <p><b>60 pieces - Certificate Holder</b> (A4) acrylic cover with back board</p> <p><b>2700 pieces - Photocopy of Materials</b> A4 size, black and white print</p> <p><b>10 pieces - Instructor's Guide</b> customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>1 lot - Prizes (2,000 batch)</b> 5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)</p>	
6	<p><b>COMMUNITY- BASED DISASTER RISK REDUCTION AND MANAGEMENT</b> (2 batches x 110 pax x 3 days)</p> <p><b>Hotel Accommodation</b> (3 days, 2 nights, hotel room, free use of function room, sound system, chairs and table) 50 participants, 5 secretariat/ instructors</p> <p><b>Food and Drinks</b></p> <p><b>Breakfast</b> Rice, 2 viand (pork/chicken/beef), 1 side (vegetable/ salad), 1 dessert, drinks</p> <p><b>AM Snack</b> Any two of: rice cake/ pasta/ sandwich with juice/ hot choco</p> <p><b>Lunch</b> Rice, 2 viand (pork, chicken, beef) 1 side (vegetable/ salad), 1 dessert, drinks</p> <p><b>PM Snack</b> Any two of: rice cake/ pasta/ sandwich with juice/ hot choco</p> <p><b>Dinner</b> Rice, 2 viand (pork, chicken,beef, 1 side (vegetable/ salad), 1 dessert, drinks</p> <p><b>Participant's Kit:</b></p>	

<p><b>100 pieces - Participant's Manual</b> Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>100 pieces - Zipper Envelope</b> Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm</p> <p><b>100 pieces - Ball pen</b> fine point, point size: 0.5 mm, color: black</p> <p><b>Training Materials:</b></p> <p><b>1 piece - Banner</b> Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece - Banner</b> Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>33 pieces - Activity Banner</b> 6ft x 4ft, PVC vinyl flex banner</p> <p><b>5 pieces - Instructor's Guide</b> customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>6 pieces - Umbrella</b> Approximately 8cm (L) x 105cm (diameter), nylon fabric</p> <p><b>2 boxes - Bond Paper (A4)</b></p> <p><b>2 boxes - Bond Paper (Long)</b></p> <p><b>30 pieces - Expanded Envelopes</b> Legal size, color: brown, with string/ garter</p> <p><b>100 pieces - ID lace holders</b> can fit 3.375 inches x 2.125 inches, PVC ID</p> <p><b>2 boxes - PVC ID</b> 3.375 inches x 2.125 inches, 50/box</p> <p><b>3 pieces - ID maker ink ribbon</b> for smart 21 ID card printer</p> <p><b>5 boxes - Permanent Makers (black)</b> refillable, non-toxic, xylene and toluene free</p> <p><b>50 boxes - Permanent Makers (blue)</b> refillable, non-toxic, xylene and toluene free</p> <p><b>20 boxes - White Board Marker (blue)</b> refillable, non-toxic, xylene and toluene free</p> <p><b>20 boxes - White Board Marker (red)</b> refillable, non-toxic, xylene and toluene free</p> <p><b>30 set- Highlighter- 4 colors</b></p> <p><b>10 pack - Photo paper Glossy</b> A4 size (10/pack)</p> <p><b>10 pack - Sticker Paper</b> A4 size, matte, 10/pack</p> <p><b>100 pieces - Manila paper</b> 35 inches x 48 inches</p> <p><b>50 pieces - Masking Tape- 1 inch</b></p> <p><b>6 pack - Certificate Paper</b> (A4) linen board, short 220gsm, 10 pieces/per pack</p> <p><b>110 pieces - Certificate Holder</b> (A4) acrylic cover with back board</p> <p><b>2 pieces - Transparent Tape- 1 inch</b></p> <p><b>2 pieces - Transparent Tape- 2 inches</b></p> <p><b>4 set - Printer Ink</b> for EPSON L3250</p> <p><b>1 box - Paper Clip</b></p>	
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	<p>3mm No 33, vinyl coating, 80s/box</p> <p><b>2 boxes - Binder Clip- 1 inch</b></p> <p><b>2 boxes - Binder Clip- 2 inches</b></p> <p><b>20 pieces - Brown Envelope</b></p> <p>Long size</p> <p><b>5 pieces - Double Sided Tape</b></p> <p>18mm, 10m length</p> <p><b>1 box - Paper Fastener</b></p> <p>70mm, plastic fastener</p> <p><b>20 pieces - Pencil Eraser</b></p> <p>Rubber eraser, 4x1x1 (cm) LxWxH</p> <p><b>25 pieces - Correction Tape</b></p> <p>Disposable, usable length of 6 meters (min), 5mm width</p> <p><b>1 box - Staple Wire</b></p> <p><b>1 ream - Laminating Sheet</b></p> <p>Long, 250 microns, 100/ ream</p> <p><b>10 pieces - Stick Glue</b></p> <p>All purpose, 6g</p> <p><b>1 piece - House Rules Tarpaulin</b></p> <p>Activity Banner, 6ft x 4ft, PVC vinyl flex banner</p> <p><b>2 lot - Prizes</b></p> <p>5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)</p> <p><b>6250 pieces - Photocopy of Materials</b></p> <p>A4 size, black and white print</p>	
7	<p><b>ALL- HAZARD INCIDENT MANAGEMENT TEAM COURSE</b></p> <p><b>(1 batch x 60 pax x 5 days)</b></p> <p><b>Hotel Accommodation</b></p> <p>(5 days and 4 nights, hotel room, free use of function room, sound system, chairs and table) 50 participants, 10 secretariat/ instructors</p> <p><b>Food and Drinks</b></p> <p><b>Breakfast</b></p> <p>Fried rice/ rice, beef/pork/ seafood/ chicken dish, soup and fresh fruits with juice drink</p> <p><b>AM Snack</b></p> <p>Rice cake/ pasta/ sandwich with juice/ hot choco</p> <p><b>Lunch</b></p> <p>Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</p> <p><b>PM Snack</b></p> <p>Rice cake/ pasta/sandwich with juice/ hot choco</p> <p><b>Dinner</b></p> <p>Rice, beef/pork/seafood/chicken dish, vegetables, soup and fresh fruits with juice drinks</p> <p><b>Participant's Kit:</b></p> <p><b>50 pieces - Participant's Manual</b></p> <p>Customized- 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>50 pieces - Zipper Envelope</b></p> <p>Oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches' x 9.5 inches / 34 cm x 24 cm</p> <p><b>50 pieces - Ball pen</b></p> <p>fine point, point size: 0.5 mm, color: black</p> <p><b>50 pieces - Notebook</b></p>	

	<p>weight (55 gsm- 5%) bond, thickness (0.75mm) size (148x200mm)) 80 leaves</p> <p><b>Training Materials:</b></p> <p><b>3 rooms - Breakout Rooms</b></p> <p>3 rooms/ batch</p> <p><b>1 piece - Banner</b></p> <p>Tarpaulin, 4ft x 8ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>1 piece - Banner</b></p> <p>Tarpaulin, 2ft x 4ft, PVC vinyl flex banner, print with seminar subject</p> <p><b>100 pieces - Manila paper</b></p> <p>35 inches x 48 inches</p> <p><b>5 boxes - Bond Paper (A4)</b></p> <p><b>5 boxes - Bond Paper (Long)</b></p> <p><b>10 boxes - Permanent Makers (red)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>10 boxes - White Board Marker (black)</b></p> <p>refillable, non-toxic, xylene and toluene free</p> <p><b>3 boxes - PVC ID</b></p> <p>3.375 inches x 2.125 inches</p> <p><b>3 pieces - ID maker ink ribbon</b></p> <p>for smart 21 ID card printer</p> <p><b>60 pieces - ID lace holders</b></p> <p>can fit 3.375 inches x 2.125 inches, PVC ID</p> <p><b>12 pack - Certificate Paper</b></p> <p>(A4) linen board, short 220gsm, 10 pieces/per pack</p> <p><b>60 pieces- Certificate Holder</b></p> <p>(A4) acrylic cover with back board</p> <p><b>1 lot - Prizes (2,000)</b></p> <p>5x healthy chips (assorted flavor 60g/pack), 2 healthy oatmeal cookies (800g/ container)</p> <p><b>10 pieces - Instructor's Guide</b></p> <p>customized 8 ½ inches x 11 inches printed with subject seminar, approximately 50 leaves</p> <p><b>23,500 pieces - Photocopy of Materials</b></p> <p>A4 size, black and white print</p> <p><b>20 pack - Photo paper Glossy</b></p> <p>A4 size (10/pack)</p> <p><b>20 pack - Colored Paper</b></p> <p>8.5 inches x 13 inches , Assorted Color (light color)</p> <p>50 sheet/pack</p>	
<b>B.</b>	<b>Compliance to the Schedule of Requirements (Section VI)</b>	

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

# Technical Specifications

PROJECT NAME: LINE 3: HOTEL ACCOMODATION AND OTHERS

PROJECT NO. QCRRMO-25-HLMF-0590

Item	Specification	Statement of Compliance
		<i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
A. 1	<p><b>CHEMICAL, BIOLOGICAL, RADIOLOGICAL AND NUCLEAR (CBRN) TRAINING</b> (1 batch 5 days)</p> <p><b>Hotel Accommodation</b> Hotel accommodation (5 days, 4 nights, hotel room, free use of function room, sound system, chairs and table) 40 participants, 10 secretariat/instructors</p> <p><b>Food and Drinks</b>  <b>Breakfast</b>, Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink  <b>AM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco  <b>Lunch</b>, Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks  <b>PM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco  <b>Dinner</b>, Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</p> <p><b>Participants Kit:</b>  40 pieces - Participants Manual customized - 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves  40 pieces - Zipper Envelope- oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches/34cm x 24cm  40 pieces - Ballpen - Fine point, point size: 0.5mm, color: black  40 pieces - Notebook - weight (55gsm, -5%), bond, thickness (0.075mm) size (148x200mm) 80 leaves  50 pieces - Dri-fit Long sleeves color: gray, various sizes  50 pieces - Poncho (kapote)- vinyl material, 100% waterproof and breathable  50 pieces - Technical Gloves- Rubber knitted gloves, water-resistant</p>	

	<p><b>TRAINING MATERIALS:</b></p> <p>1 piece - Banner 4x8ft, PVC vinyl flex banner, print with seminar subject</p> <p>1 piece - Banner 2x4ft, PVC vinyl flex banner, print with seminar subject</p> <p>10 pieces - Instructor's Guide customized - 8 ½ inches x 11 inches printed with subject seminar. Approx. 50 leaves</p> <p>60 pieces - Manila paper 35 inches x 48 inches</p> <p>20 boxes - Permanent markers (Black) refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p>20 boxes - Permanent markers (Blue) refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p>30 pieces - Masking tape 2 inches</p> <p>30 pieces - Duct tape 2 inches x 10m</p> <p>5 boxes - PVC ID 3.375 inches x 2.125 inches 50's/box</p> <p>10 pieces - ID maker ink ribbon for smart 21 ID card printer</p> <p>50 pieces - ID holders with lace - Can fit 3.375 inches x 2.125 inches PVC ID</p> <p>10 set - printer ink (Epson L3250)</p> <p>10 boxes - Bond paper (A4)</p> <p>10 boxes - Bond paper (Long)</p> <p>20 packs - Colored Paper Assorted Color (light color) 8.5 inches x 13 inches 100 sheet/pack</p> <p>5 packs - Certificate paper (A4) linen board, short 220gsm, 10 pieces per pack</p> <p>50 pieces - Certificate holder (A4) acrylic cover with back board</p> <p>1 lot - Prizes</p> <ul style="list-style-type: none"> <li>- 5x healthy chips (assorted flavor 60g/ pack), 2 healthy oatmeal cookies (800g/ container)</li> </ul> <p>20 rolls - Caution Tape 3 inches x 300m</p> <p>250 pieces - Photocopy of Materials, A4 size, black and white print</p> <p>1 piece - House Rules Tarpaulin PVC vinyl flex banner, 23.4 inches x 33.1 inches, layout to be provided by end-user</p>	
2	<p><b>BASIC EMERGENCY CARE COURSE</b> (1 batch 3 days)</p> <p><b>Hotel Accommodation</b> Hotel accommodation (3 days, 2 nights, hotel room, free use of function room, sound system, chairs and table) 40 participants, 10 secretariat/instructors</p> <p><b>Food and Drinks</b>  <b>Breakfast</b>, 2 viands (pork/chicken/beef), 1 side (vegetable/pasta), 1 rice, 1 dessert, drinks (water and juice)  <b>AM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco  <b>Lunch</b>, 2 viands (pork/chicken/beef), 1 side (vegetable/pasta), 1 rice, 1 dessert, drinks (water and juice)  <b>PM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco  <b>Dinner</b>, 2 viands (pork/chicken/beef), 1 side (vegetable/pasta), 1 rice, 1 dessert, drinks (water and juice)</p>	



	<p><b>Participants Kit:</b></p> <p>50 pieces - Ballpen - Fine point, point size: 0.5mm, color: black</p> <p>50 pieces - Notebook - weight (55gsm, -5%), bond, thickness (0.075mm) size (148x200mm) 80 leaves</p> <p>5 boxes - Gloves (Latex, Large) 100's/box Rubber knitted, gloves, water resistant</p> <p>5 boxes - Facemask 100's/box - 3 ply, cushioning nose foam, adjustable nose clip, fiberglass-free, hypo allergenic</p> <p>50 pieces - Pocket Mask, Material: PVC + PE</p> <p><b>TRAINING MATERIALS:</b></p> <p>1 piece - Banner 4x8ft, PVC vinyl flex banner, print with seminar subject</p> <p>1 piece - Banner 2x4ft, PVC vinyl flex banner, print with seminar subject</p> <p>10 pieces - Instructor's Guide customized - 8 ½ inches x 11 inches printed with subject seminar. Approx. 50 leaves</p> <p>20 pieces - Manila paper 35 inches x 48 inches</p> <p>1 box - Permanent markers (Black) refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p>1 box - Permanent markers (Blue) refillable, non-toxic, xylene and toluene free 12 pieces/ box</p> <p>2 pieces - Masking tape 2 inches</p> <p>2 pieces - Duct tape 2 inches x 10m</p> <p>1 box - PVC ID 3.375 inches x 2.125 inches 50's/box</p> <p>1 piece - ID maker ink ribbon for smart 21 ID card printer</p> <p>50 pieces - ID holders with lace - Can fit 3.375 inches x 2.125 inches PVC ID</p> <p>1 set - printer ink (Epson L3250)</p> <p>1 box - Bond paper (A4)</p> <p>10 packs - Certificate paper (A4) linen board, short 220gsm, 10 pieces per pack</p> <p>100 pieces - Certificate holder (A4) acrylic cover with back board</p> <p>1 lot - Prizes</p> <ul style="list-style-type: none"> <li>- 5x healthy chips (assorted flavor 60g/ pack), 2 healthy oatmeal cookies (800g/ container)</li> </ul> <p>50 boxes - Gauze pad, non-sterile, cotton, 4 inches x 4 inches, 8ply, 100 pieces/box</p> <p>75 pieces - Transpore, 1 inch</p> <p>75 pieces - Transpore, 2 inches</p> <p>30 pieces - Cervical Collar, heavy duty plastic with lining, 16 adjustable settings, foamed collar</p> <p>50 pieces - Rolled Splint, 11 x 92cm, color orange/blue</p> <p>10 pieces - Bag Valve Mask, adult size</p> <p>50 pieces - Nasal Cannula, for adult</p> <p>50 pieces - Oxygen Mask, for adult</p> <p>100 pieces - Photocopy of Materials, A4 size, black and white print</p>	
3	<p><b>MENTAL HEALTH AND PSYCHOSOCIAL SUPPORT TRAINING</b></p> <p>(2 batches 5 days)</p> <p><b>Hotel Accommodation</b></p>	

	<p>Hotel Accommodation (5 days, 4 nights, hotel room, free use of function room, sound system, chairs and table) 45 participants, 10 secretariat/instructors</p> <p><b>Food and Drinks</b>  <b>Breakfast</b>, Fried rice/rice, beef/pork/seafood/chicken dish, egg, soup, and fresh fruits with juice drink  <b>AM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco  <b>Lunch</b>, Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks  <b>PM Snack</b>, Rice cake/pasta/sandwich with juice/hot choco  <b>Dinner</b>, Rice, beef/pork/seafood/chicken dish, vegetables, soup, and fresh fruits with juice drinks</p> <p><b>Participants Kit:</b>  90 pieces - Participants Manual customized - 8 ½ inches x 11 inches printed with subject seminar, approx. 50 leaves  90 pieces - Zipper Envelope- oxford cloth waterproof document holder with double layer mesh envelope document holder PVC organizer storage bag 13 inches x 9.5 inches/34cm x 24cm  90 pieces - Ballpen - Fine point, point size: 0.5mm, color: black  90 pieces - Notebook - weight (55gsm, -5%), bond, thickness (0.075mm) size (148x200mm) 80 leaves</p> <p><b>TRAINING MATERIALS:</b>  1 piece - Banner 4x8ft, PVC vinyl flex banner, print with seminar subject  1 piece - Banner 2x4ft, PVC vinyl flex banner, print with seminar subject  10 pieces - Instructor's Guide customized - 8 ½ inches x 11 inches printed with subject seminar. Approx. 50 leaves  4 rooms - Breakout rooms (2 rooms per batch)  110 pieces - ID holders with lace - Can fit 3.375 inches x 2.125 inches PVC ID  5 boxes - PVC ID 3.375 inches x 2.125 inches 50's/box  4 pieces - ID maker ink ribbon for smart 21 ID card printer  18 packs - Certificate paper (A4) linen board, short 220gsm, 10 pieces per pack  110 pieces - Certificate holder (A4) acrylic cover with back board  2 lots - Prizes  - 5x healthy chips (assorted flavor 60g/ pack), 2 healthy oatmeal cookies (800g/ container)  20 packs - Colored Paper Assorted Color (light color) 8.5 inches x 13 inches 100 sheet/pack  500 pieces - Photocopy of Materials, A4 size, black and white print</p>	
<b>B.</b>	<b>Compliance to the Schedule of Requirements (Section VI)</b>	

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

# Technical Specifications

**PROJECT NAME: LINE 4: HOTEL ACCOMMODATIONS AND OTHERS FOR  
QUEZON CITY BARANGAY HEALTH EMERGENCY RESPONSE TEAM  
(BHERT) CAPACITY BUILDING TRAINING/SEMINAR  
PROJECT NO. QCRRMO-25-HLMF-0590**

Item	Specification	Statement of Compliance
		<i>[Bidders must state here either "Comply" or "Not Comply" against each of the individual parameters of each Specification stating the corresponding performance parameter of the equipment offered. Statements of "Comply" or "Not Comply" must be supported by evidence in a Bidders Bid and cross-referenced to that evidence. Evidence shall be in the form of manufacturer's un-amended sales literature, unconditional statements of specification and compliance issued by the manufacturer, samples, independent test data etc., as appropriate. A statement that is not supported by evidence or is subsequently found to be contradicted by the evidence presented will render the Bid under evaluation liable for rejection. A statement either in the Bidder's statement of compliance or the supporting evidence that is found to be false either during Bid evaluation, post-qualification or the execution of the Contract may be regarded as fraudulent and render the Bidder or supplier liable for prosecution subject to the applicable laws and issuances.]</i>
A. 1	<p><b>HOTEL ACCOMMODATIONS AND OTHERS FOR QUEZON CITY BARANGAY HEALTH EMERGENCY RESPONSE TEAM (BHERT) CAPACITY BUILDING TRAINING/SEMINAR</b></p> <p>-1,520pax, three (3) days and two (2) nights 4 batches</p> <p>-Inclusive of Venue Accommodation, Conference Room Facilities, Food &amp; Drinks</p> <p><u>CONCESSION AND AMENITIES:</u></p> <p>-Free welcome Tarpaulin</p> <p>-Free use of one function room for 8 hours and standard conference equipment such as widescreen, whiteboard marker and eraser, sound system and microphones</p> <p>-Free pads and pencils during conference proper</p> <p>-Free use of LCD Projector and projector screen</p> <p>-Free flowing coffee during conference proper</p> <p>-Free wi-fi access at the rooms, lobby area and function rooms.</p> <p>-Free use of swimming pool</p> <p>-10% Discount Tipanan Restaurant and 10% Discount Facio Coffee and Cocktails.</p> <p><u>VENUE ACCOMMODATION with FOOD AND DRINKS (buffet style)</u></p> <p><b>Menu:</b></p> <p><u>Breakfast</u></p> <p>-One (1) Choice from Scrambled Egg / Sunny Side-Up Egg / Egg Omelette / Boiled Egg</p> <p>-One (1) Choice from Dried Fish with Garlic-Vinegar Dip / Spanish Sardines / Tinapa / Daing na Bangus / Dried Isdang Lapad</p>	

	<p>-One (1) Choice from Chicken Sausage Franks / Fried Hotdog / Pork Embutido / Corned Beef Hash / Skinless Pork Longganisa / Pork Tapa / Pork Tocino</p> <p>-One (1) Choice from Garlic Rice / Plain Rice</p> <p>-Fresh fruits</p> <p>-Coffee / Juice</p> <p><u>Lunch and Dinner</u></p> <p>-Two (2) Choices from the main dish column</p> <p>-One (1) Choice from the vegetable column</p> <p>-One (1) Choice from the soup column</p> <p>-One (1) Choice from the dessert column</p> <p>*Buffet Lunch and Dinner – includes Steamed Pandan Rice; Pineapple Juice/ House Blend Iced Tea</p> <p><u>Main Dish</u></p> <p>Pork Igado/ Grilled Liempo/ Asado Pork/ Pork Humba/ Pork Kaldereta/ Pork Spareribs Royal/ Pork Bicol Express/ Fish Curry/ Rellenong Bangus/ Sinaing Na Tulingan/ Bistek Bangus/ Fried Fish Fillet with Tartar Sauce/ Crispy Fried Tawilis/ Chicken BBQ/ Chicken Adobo/ Chicken Afritada/ Pininyahang Manok Sa Gata/ Chicken Curry/ Roasted Chicken with Gravy/ Breaded Chicken Fillet with Lemon Garlic Sauce/ Fried Chicken with Gravy/ Chicken Hawaiian/ Sweet And Sour Fish Fillet/ Fried Fish Fillet with Black Bean Sauce/ Bistek Na Bangus, Fish Fillet W/ Lemon-Butter Sauce</p> <p><u>Vegetables</u></p> <p>Stir Fried Vegetables/ Sauteed Beans in Oyster Sauce/ Guisadong Ampalaya/ Pinakbet/ Sauteed Vegetables/ Buttered Mixed Vegetables/ Chopsuey/ Lumpiang Hubad/ Guisadong Togue/ Stirfried Mixed Vegetables</p> <p><u>Soup</u></p> <p>Chicken Sotanghon Soup/ Sabaw Ng Misua with Meatballs/ Crab &amp; Corn Soup/ Egg-Droup Soup/ Bulalo Soup/ Cream of Mushroom/ Pumpkin Soup/ Cream of Chicken Soup/ Batchoy Soup/ Chicken Tinola Soup</p> <p><u>Dessert</u></p> <p>Coffee Jelly/ Fruit Salad/ Leche Flan/ Mango Sago/ Buko Pandan/ Fresh Fruits in Season</p>	
<b>B.</b>	<b>Compliance to the Schedule of Requirements (Section VI)</b>	

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

# Cost Derivation

PROJECT NAME: LINE 1: HOTEL ACCOMMODATION AND OTHERS  
PROJECT NO. QCRRMO-25-HLMF-0590

## FOR ITEM NO. 1 – WATER SEARCH AND RESCUE TRAINING

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	(5 batches x 50 pax x 3 days)				
1	• Hotel Accommodation	pax	750		
	<b>Food and Drinks</b>				
2	• Breakfast	pax	750		
3	• AM Snack	pax	750		
4	• Lunch	pax	750		
5	• PM Snack	pax	750		
6	• Dinner	pax	750		
	<b>Participants' Kit</b>				
7	• Participant's Manual	piece	200		
8	• Zipper Envelope	piece	200		
9	• Notebook	piece	200		
10	• Dri-fit Long Sleeves	piece	200		
	<b>Training Materials</b>				
11	• Banner / Tarpaulin 4 ft. x 8 ft.	piece	1		
12	• Banner / Tarpaulin 2 ft. x 4 ft.	piece	1		
13	• PVC ID	box	1		
14	• ID Maker Ink Ribbon	piece	1		
15	• ID Holder with Laze	piece	200		
16	• Certificate Paper	pack	30		
17	• Certificate Holder	piece	200		
18	• Prizes	lot	1		
<b>TOTAL BID AMOUNT FOR ITEM NO. 1:</b>					

## FOR ITEM NO. 2 – SWIFT WATER AND BOAT HANDLING

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	(5 batches x 50 pax x 3 days)				
1	• Hotel Accommodation	pax	750		
	<b>Food and Drinks</b>				
2	• Breakfast	pax	750		
3	• AM Snack	pax	750		
4	• Lunch	pax	750		
5	• PM Snack	pax	750		
6	• Dinner	pax	750		
	<b>Participants' Kit</b>				
7	• Participant's Manual	piece	200		
8	• Zipper Envelope	piece	200		
9	• Ballpen	piece	200		
10	• Notebook	piece	200		
11	• Dri-fit Long Sleeves	piece	250		
12	• Whistle	piece	200		
13	• Technical Gloves	piece	250		

	<b>Training Materials</b>				
14	• Banner / Tarpaulin 4 ft. x 8 ft.	piece	1		
15	• Banner / Tarpaulin 2 ft. x 4 ft.	piece	1		
16	• Manila Paper	piece	100		
17	• Permanent Marker (Black)	box	5		
18	• Permanent Marker (Blue)	box	5		
19	• Masking Tape	piece	20		
20	• Duct Tape	piece	45		
21	• PVC ID	box	5		
22	• ID Maker Ink Ribbon	piece	5		
23	• Certificate Paper	pack	20		
24	• Certificate Holder	piece	200		
25	• Prizes	lot	5		
26	• Gasoline	liter	500		
<b>TOTAL BID AMOUNT FOR ITEM NO. 2:</b>					

FOR ITEM NO. 3 – CRASH VEHICLE EXTRICATION AND RESCUE TRAINING

Item Number	Description	Unit of Issue		Quantity	Unit Cost	Total Cost
	(4 batches x 45 pax x 3 days)					
1	• Hotel Accommodation	pax	540			
	<b>Food and Drinks</b>					
2	• Breakfast	pax	540			
3	• AM Snack	pax	540			
4	• Lunch	pax	540			
5	• PM Snack	pax	540			
6	• Dinner	pax	540			
	<b>Participants' Kit</b>					
7	• Participant's Manual	piece	160			
8	• Zipper Envelope	piece	160			
9	• Ballpen	piece	160			
10	• Notebook	piece	160			
11	• Dri-fit Long Sleeves	piece	160			
12	• Poncho	piece	160			
13	• Technical Gloves	piece	160			
	<b>Training Materials</b>					
14	• Banner / Tarpaulin 4 ft. x 8 ft.	piece	1			
15	• Banner / Tarpaulin 2 ft. x 4 ft.	piece	1			
16	• Gasoline	liter	160			
17	• Manila Paper	piece	50			
18	• Permanent Marker (Black)	box	10			
19	• Permanent Marker (Blue)	box	10			
20	• Masking Tape	piece	20			
21	• Duct Tape	piece	60			
22	• PVC ID	box	4			
23	• ID Maker Ink Ribbon	piece	4			
24	• ID Holder with Lace	piece	160			
25	• Colored Paper	pack	5			
26	• Certificate Paper	pack	16			
27	• Certificate Holder	piece	160			
28	• Prizes	lot	4			
<b>TOTAL BID AMOUNT FOR ITEM NO. 3:</b>						

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## FOR ITEM NO. 4 – RAPID DAMAGE ASSESSMENT AND NEEDS ANALYSIS

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>(4 batches x 56 pax x 4 days)</b>				
1	• Hotel Accommodation	pax	826		
	<b>Food and Drinks</b>				
2	• Breakfast	pax	896		
3	• AM Snack	pax	896		
4	• Lunch	pax	896		
5	• PM Snack	pax	896		
6	• Dinner	pax	896		
	<b>Participants' Kit</b>				
7	• Participant's Manual	piece	180		
8	• Zipper Envelope	piece	180		
9	• Ballpen	piece	180		
10	• Dri-fit Long Sleeves	piece	180		
	<b>Training Materials</b>				
11	• Banner / Tarpaulin 4 ft. x 8 ft.	piece	1		
12	• Banner / Tarpaulin 2 ft. x 4 ft.	piece	1		
13	• ID Holder with Lace	piece	180		
14	• Whiteboard Marker (Blue)	box	4		
15	• Whiteboard Marker (Red)	box	4		
16	• Photopaper Glossy	pack	10		
17	• Colored Paper	pack	10		
18	• Sticker Paper	pack	10		
19	• Manila Paper	piece	100		
20	• PVC ID	box	4		
21	• ID Maker Ink Ribbon	piece	1		
22	• Certificate Paper	pack	18		
23	• Certificate Holder	piece	180		
24	• Double Sided Tape	piece	5		
25	• Laminating Sheet Long	ream	1		
26	• Stick Glue	piece	10		
27	• Prizes	lot	4		
<b>TOTAL BID AMOUNT FOR ITEM NO. 4:</b>					

## FOR ITEM NO. 5 – INTEGRATED PLANNING ON INCIDENT COMMAND SYSTEM

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>(2 batches x 63 pax x 5 days)</b>				
1	• Hotel Accommodation	pax	630		
	<b>Food and Drinks</b>				
2	• Breakfast	pax	630		
3	• AM Snack	pax	630		
4	• Lunch	pax	630		
5	• PM Snack	pax	630		
6	• Dinner	pax	630		
	<b>Participants' Kit</b>				
7	• Participant's Manual	piece	100		
8	• Zipper Envelope	piece	100		
9	• Ballpen	piece	100		



	Training Materials				
10	• Banner / Tarpaulin 4 ft. x 8 ft.	piece	1		
11	• Banner / Tarpaulin 2 ft. x 4 ft.	piece	1		
12	• ID Holder with Lace	piece	100		
13	• Whiteboard Marker (Blue)	box	10		
14	• Whiteboard Marker (Red)	box	10		
15	• Photopaper Glossy	pack	10		
16	• Colored Paper	pack	10		
17	• Sticker Paper	pack	10		
18	• PVC ID	box	2		
19	• ID Maker Ink Ribbon	piece	1		
20	• Certificate Paper	pack	10		
21	• Certificate Holder	piece	100		
22	• Prizes	lot	2		
<b>TOTAL BID AMOUNT FOR ITEM NO. 5:</b>					

**FOR ITEM NO. 6 – INCIDENT COMMAND SYSTEM POSITION  
COURSE TRAINING**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	(2 batches x 57 pax x 5 days)				
1	• Hotel Accommodation	pax	570		
	<b>Food and Drinks</b>				
2	• Breakfast	pax	570		
3	• AM Snack	pax	570		
4	• Lunch	pax	570		
5	• PM Snack	pax	570		
6	• Dinner	pax	570		
	<b>Participants' Kit</b>				
7	• Participant's Manual	piece	80		
8	• Zipper Envelope	piece	80		
9	• Ballpen	piece	80		
	<b>Training Materials</b>				
10	• Banner / Tarpaulin 4 ft. x 8 ft.	piece	1		
11	• Banner / Tarpaulin 2 ft. x 4 ft.	piece	1		
12	• ID Holder with Lace	piece	80		
13	• Whiteboard Marker (Blue)	box	10		
14	• Whiteboard Marker (Red)	box	10		
15	• Photopaper Glossy	pack	10		
16	• Colored Paper	pack	10		
17	• Sticker Paper	pack	10		
18	• Manila Paper	piece	200		
19	• PVC ID	box	2		
20	• ID Maker Ink Ribbon	piece	2		
21	• Certificate Paper	pack	8		
22	• Certificate Holder	piece	80		
23	• Double Sided Tape	piece	5		
24	• Prizes	lot	2		
<b>TOTAL BID AMOUNT FOR ITEM NO. 6:</b>					

## FOR ITEM NO. 7 – QCRRMO STRATEGIC PLANNING

Item Number	Description	Unit of Issue		Quantity	Unit Cost	Total Cost
	(1 batch x 53 pax x 5 days)					
1	• Hotel Accommodation	pax	265			
	<b>Food and Drinks</b>					
2	• Breakfast	pax	265			
3	• AM Snack	pax	265			
4	• Lunch	pax	265			
5	• PM Snack	pax	265			
6	• Dinner	pax	265			
	<b>Participants' Kit</b>					
7	• Zipper Envelope	piece	45			
8	• Ballpen	piece	45			
9	• Notebook	piece	45			
10	• Polo Shirt	piece	45			
	<b>Training Materials</b>					
11	• Banner / Tarpaulin 4 ft. x 8 ft.	piece	1			
12	• Banner / Tarpaulin 2 ft. x 4 ft.	piece	1			
13	• ID Holder with Lace	piece	53			
14	• Whiteboard Marker (Blue)	box	1			
15	• Whiteboard Marker (Red)	box	1			
16	• Photopaper Glossy	pack	5			
17	• Certificate Paper	pack	5			
18	• Colored Paper	pack	5			
19	• Sticker Paper	pack	5			
20	• Certificate Holder	piece	53			
21	• PVC ID	box	1			
22	• ID Maker Ink Ribbon	piece	1			
23	• Prizes	lot	1			
<b>TOTAL BID AMOUNT FOR ITEM NO. 7:</b>						

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

# Cost Derivation

PROJECT NAME: **LINE 2 - HOTEL ACCOMODATION AND OTHERS**  
PROJECT NO. **QCRRMO-25-HLMF-0590**

## FOR ITEM NO. 1 - UPDATING OF LOCAL DRRM PLAN

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>1 BATCH X 95 PAX X 3 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	285		
2	BREAKFAST	pax	380		
3	AM SNACK	pax	380		
4	LUNCH	pax	380		
5	PM SNACK	pax	380		
6	DINNER	pax	380		
	<b>PARTICIPANTS KIT</b>				
7	ZIPPER ENVELOPE	piece	95		
8	BALLPEN	piece	95		
9	PENCIL	piece	95		
10	NOTEPAD WITH QCRRMO LOGO	piece	95		
11	ID HOLDER WITH LANYARD	piece	95		
	<b>TRAINING MATERIALS</b>				
12	PAPER A4	box	5		
13	PAPER LONG	box	5		
14	MANILA PAPER	piece	300		
15	PERMANENT MARKERS (BLACK)	box	4		
16	PERMANENT MARKERS (BLUE)	box	4		
17	WHITEBOARD MARKER (BLACK)	box	4		
18	WHITEBOARD MARKER (BLUE)	box	4		
19	WHITEBOARD MARKER (RED)	box	4		
20	GEL PEN BLACK	piece	150		
21	GEL PEN BLUE	piece	150		
22	GEL PEN RED	piece	150		
23	PAPER CLIP	box	20		
24	SPECIALTY PAPER	pack	50		
25	STICKER PAPER	pack	20		
26	TAPE MASKING	piece	5		
27	COLORLED PAPER	pack	5		
28	CERTIFICATE HOLDER	piece	95		
29	PVC ID	box	1		
30	ID MAKER INK RIBBON	piece	1		
31	STORAGE AND ORGANIZING BOX	box	1		
32	PRIZES	lot	1		
33	PRINTER INK	set	4		
	<b>TOTAL BID AMOUNT FOR ITEM 1:</b>				

**FOR ITEM NO. 2 – URBAN SEARCH AND RESCUE TRAINING**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>1 BATCH X 42 PAX X 10 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	420		
2	BREAKFAST	pax	420		
3	AM SNACK	pax	420		
4	LUNCH	pax	420		
5	PM SNACK	pax	420		
6	DINNER	pax	420		
	<b>PARTICIPANTS KIT</b>				
7	PARTICIPANTS MANUAL	piece	30		
8	ZIPPER ENVELOPE	piece	30		
9	BALLPEN	piece	30		
10	NOTEBOOK	piece	30		
11	DRI-FIT LONG SLEEVES	piece	42		
12	PONCHO (KAPOTE)	piece	42		
13	TECHNICAL GLOVES	piece	42		
	<b>TRAINING MATERIALS</b>				
14	BANNER 4FT X 8FT	piece	1		
15	BANNER 2FT X 4FT	piece	1		
16	MANILA PAPER	piece	20		
17	PERMANENT MARKERS (BLACK)	box	5		
18	PERMANENT MARKERS (BLUE)	box	5		
19	MASKING TAPE	piece	20		
20	DUST TAPE	piece	20		
21	PVC ID	box	1		
22	ID MAKER INK RIBBON	piece	1		
23	PRINTER INK	set	2		
24	BOND PAPER A4	box	1		
25	BOND PAPER LONG	box	1		
26	COLORED PAPER	pack	2		
27	CERTIFICATE PAPER	pack	3		
28	CERTIFICATE HOLDER	piece	45		
29	PRIZES	lot	1		
30	CAUTION TAPE	roll	20		
31	PHOTOCOPY OF MATERIALS	piece	250		
32	INSTRUCTION GUIDE	piece	12		
33	HOUSE RULES TARPAULIN	piece	1		
	<b>TOTAL BID AMOUNT FOR ITEM 2:</b>				

**FOR ITEM NO. 3 – HIGH ANGLE RESCUE TRAINING**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>1 BATCH X 70 PAX X 3 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	210		
2	BREAKFAST	pax	210		
3	AM SNACK	pax	210		
4	LUNCH	pax	210		
5	PM SNACK	pax	210		
6	DINNER	pax	210		

	<b>PARTICIPANTS KIT</b>				
7	PARTICIPANTS MANUAL	piece	55		
8	ZIPPER ENVELOPE	piece	55		
9	BALLPEN	piece	55		
10	NOTEBOOK	piece	55		
11	DRI-FIT LONG SLEEVES	piece	70		
12	PONCHO (KAPOTE)	piece	70		
13	TECHNICAL GLOVES	piece	70		
14	TACTICAL ELBOW AND KNEE PAD	pair	70		
	<b>TRAINING MATERIALS</b>				
15	BANNER 4FT X 8FT	piece	1		
16	BANNER 2FT X 4FT	piece	1		
17	INSTRUCTION GUIDE	piece	15		
18	MANILA PAPER	piece	100		
19	PERMANENT MARKERS (BLACK)	box	5		
20	PERMANENT MARKERS (BLUE)	box	5		
21	MASKING TAPE	piece	20		
22	DUST TAPE	piece	20		
23	PVC ID	box	2		
24	ID MAKER INK RIBBON	piece	2		
25	ID HOLDER WITH LACE	piece	50		
26	PRINTER INK	set	2		
27	BOND PAPER A4	box	1		
28	BOND PAPER LONG	box	1		
29	COLORLED PAPER	pack	10		
30	CERTIFICATE PAPER	pack	7		
31	CERTIFICATE HOLDER	piece	70		
32	PRIZES	lot	1		
33	CAUTION TAPE	roll	15		
34	HOUSE RULES TARPAULIN	piece	1		
35	PULL STARTER ROPE	reel	6		
36	STEEL BRUSH	piece	10		
37	PAINT BRUSH	piece	10		
38	TACTICAL PROTECTING GOGGLES	piece	70		
39	NYLON ROPE	spool	6		
40	MANILA ROPE	spool	5		
41	TACTICAL EAR PLUG	piece	70		
42	MULTI TOOL PILLER	piece	20		
43	KERNMANTLE ROPE	spool	7		
44	PHOTOCOPY OF MATERIALS	piece	250		
	<b>TOTAL BID AMOUNT FOR ITEM 3:</b>				

**FOR ITEM NO. 4 – FIRST RESPONDER TRAINING COURSE (FRTC)**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>1 BATCH X 70 PAX X 3 DAYS</b>				
1	BREAKFAST	pax	2200		
2	AM SNACK	pax	2200		
3	LUNCH	pax	2200		
4	PM SNACK	pax	2200		
	<b>PARTICIPANTS KIT</b>				

5	PARTICIPANTS MANUAL	piece	450		
6	ZIPPER ENVELOPE	piece	450		
7	BALLPEN	piece	450		
8	NOTEBOOK	piece	450		
9	T- BANDAGE	piece	450		
10	POCKET MASK	piece	450		
	<b>TRAINING MATERIALS</b>				
11	BANNER 4FT X 8FT	piece	1		
12	BANNER 2FT X 4FT	piece	1		
13	INSTRUCTION GUIDE	piece	25		
14	MANILA PAPER	piece	1000		
15	PERMANENT MARKERS (BLACK)	box	50		
16	PERMANENT MARKERS (BLUE)	box	50		
17	WHITEBOARD MARKER (BLUE)	box	50		
18	WHITEBOARD MARKER (RED)	box	50		
19	MASKING TAPE	piece	50		
20	DUST TAPE	piece	50		
21	PVC ID	box	20		
22	ID MAKER INK RIBBON	piece	20		
23	ID HOLDER WITH LACE	piece	450		
24	BOND PAPER A4	box	5		
25	BOND PAPER LONG	box	5		
26	COLORED PAPER	pack	100		
27	CERTIFICATE PAPER	pack	450		
28	CERTIFICATE HOLDER	piece	450		
29	PRIZES	lot	10		
30	GLOVES	box	75		
31	GAUZE PAD	box	50		
32	TRANSPORE 1 INCH	piece	75		
33	TRANSPORE 2 INCHES	piece	75		
34	PHOTOCOPY OF MATERIALS	piece	2100		
35	FACEMASK	box	75		
36	CERVICAL COLLAR	piece	30		
37	ROLLED SPLINT	piece	80		
	TOTAL BID AMOUNT FOR ITEM 4:				

**FOR ITEM NO. 5 – COMMUNITY- BASED DRRM TRAINING (TRAINING OF TRAINERS)**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>1 BATCH X 70 PAX X 3 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	300		
2	BREAKFAST	pax	300		
3	AM SNACK	pax	300		
4	LUNCH	pax	300		
5	PM SNACK	pax	300		
6	DINNER	pax	300		
	<b>PARTICIPANTS KIT</b>				
7	PARTICIPANTS MANUAL	piece	50		
8	ZIPPER ENVELOPE	piece	50		
9	BALLPEN	piece	50		

	<b>TRAINING MATERIALS</b>				
10	BANNER 4FT X 8FT	piece	1		
11	BANNER 2FT X 4FT	piece	1		
12	ACTIVITY BANNER	piece	33		
13	ID HOLDER WITH LACE	piece	60		
14	PHOTOPAPER GLOSSY	pack	2		
15	MANILA PAPER	piece	60		
16	COLORLED PAPER	pack	5		
17	STICKER PAPER	pack	2		
18	PVC ID	box	2		
19	ID MAKER INK RIBBON	piece	1		
20	CERTIFICATE PAPER	pack	6		
21	CERTIFICATE HOLDER	piece	60		
22	PHOTOCOPY OF MATERIALS	piece	2700		
23	INSTRUCTORS GUIDE	piece	10		
24	PRIZES	lot	1		
	TOTAL BID AMOUNT FOR ITEM 5:				

**FOR ITEM NO. 6- COMMUNITY- BASED DISASTER RISK REDUCTION AND MANAGEMENT**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>2 BATCH X 55 PAX X 3 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	330		
2	BREAKFAST	pax	330		
3	AM SNACK	pax	330		
4	LUNCH	pax	330		
5	PM SNACK	pax	330		
6	DINNER	pax	330		
	<b>PARTICIPANTS KIT</b>				
7	PARTICIPANTS MANUAL	piece	100		
8	ZIPPER ENVELOPE	piece	100		
9	BALLPEN	piece	100		
	<b>TRAINING MATERIALS</b>				
10	BANNER 4FT X 8FT	piece	1		
11	BANNER 2FT X 4FT	piece	1		
12	ACTIVITY BANNER	piece	33		
13	INSTRUCTORS GUIDE	piece	5		
14	UMBRELLA	piece	6		
15	BOND PAPER (A4)	box	2		
16	BOND PAPER LONG	box	2		
17	EXPANDED ENVELOPE	piece	30		
18	ID HOLDERS WITH LACE	piece	100		
19	PVC ID	box	2		
20	ID MAKER INK RIBBON	piece	3		
21	PERMANENT MARKERS (BLACK)	box	5		
22	PERMANENT MARKERS (BLUE)	box	50		
23	WHITEBOARD MARKER (BLUE)	box	20		
24	WHITEBOARD MARKER (RED)	box	20		
25	HIGHLIGHTER	set	30		
26	PHOTO PAPER GLOSSY	pack	10		
27	STICKER PAPER	pack	10		

28	MANILA PAPER	piece	100		
29	MASKING TAPE 1 INCH	piece	30		
30	MASKING TAPE 2 INCHES	piece	50		
31	CERTIFICATE PAPER	pack	6		
32	CERTIFICATE HOLDER	piece	110		
33	TRANSPARENT TAPE 1 INCH	piece	2		
34	TRANSPARENT TAPE 2 INCHES	piece	2		
35	PRINTER INK	set	4		
36	PAPER CLIP	box	1		
37	BINDER CLIP 1 INCH	box	2		
38	BINDER CLIP 2 INCHES	box	2		
39	BROWN ENVELOPE	piece	20		
40	DOUBLE SIDED TAPE	piece	5		
41	PAPER FASTENER	box	1		
42	PENCIL ERASER	piece	20		
43	CORRECTION TAPE	piece	25		
44	STAPLER WIRE	box	1		
45	LAMINATING SHEET LONG	ream	1		
46	STICK GLUE	piece	10		
47	HOUSE RULES TARPAULIN	piece	1		
48	PRIZES	lot	2		
49	PHOTOCOPY OF MATERIALS	piece	6250		
TOTAL BID AMOUNT FOR ITEM 6:					

**FOR ITEM NO. 7- ALL- HAZARDS INCIDENT MANAGEMENT TEAM (AHIMT)**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>1 BATCH X 60 PAX X 5 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	300		
2	BREAKFAST	pax	300		
3	AM SNACK	pax	300		
4	LUNCH	pax	300		
5	PM SNACK	pax	300		
6	DINNER	pax	300		
	<b>PARTICIPANTS KIT</b>				
7	PARTICIPANTS MANUAL	piece	50		
8	ZIPPER ENVELOPE	piece	50		
9	BALLPEN	piece	50		
10	NOTEBOOK	Piece	50		
	<b>TRAINING MATERIALS</b>				
11	BREAKOUT ROOM	room	3		
12	BANNER 4FT X 8FT	piece	1		
13	BANNER 2FT X 4FT	piece	1		
14	MANILA PAPER	piece	100		
15	BOND PAPER A4	box	5		
16	BOND PAPER LONG	box	5		
17	PERMANENT MARKERS (RED)	box	10		
18	WHITEBOARD MARKER (BLACK)	box	10		
19	PVC ID	box	3		
20	ID MARKER INK RIBBON	piece	3		
21	ID HOLDERS WITH LACE	piece	60		



22	CERTIFICATE PAPER	pack	12		
23	CERTIFICATE HOLDER	piece	60		
24	PRIZES	lot	1		
25	INSTRUCTORS GUIDE	piece	10		
26	PHOTOCOPY OF MATERIALS	piece	23,500		
27	PHOTOPAPER GLOSSY A4	pack	20		
28	COLORED PAPER	pack	20		
	TOTAL BID AMOUNT FOR ITEM 7:				

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

# Cost Derivation

PROJECT NAME: LINE 3 - HOTEL ACCOMODATION AND OTHERS  
PROJECT NO. QCDRRMO-25-HLMF-0590

**FOR ITEM NO. 1 - CHEMICAL, BIOLOGICAL, RADIOLOGICAL AND NUCLEAR (CBRN) TRAINING**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>1 BATCH X 50 PAX X 5 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	250		
2	BREAKFAST	pax	250		
3	AM SNACK	pax	250		
4	LUNCH	pax	250		
5	PM SNACK	pax	250		
6	DINNER	pax	250		
	<b>PARTICIPANTS KIT</b>				
7	PARTICIPANTS MANUAL	piece	40		
8	ZIPPER ENVELOPE	piece	40		
9	BALLPEN	piece	40		
10	NOTEBOOK	piece	40		
11	DRI-FIT LONG SLEEVES	piece	50		
12	PONCHO (KAPOTE)	piece	50		
13	TECHNICAL GLOVES	piece	50		
	<b>TRAINING MATERIALS</b>				
14	BANNER 4X8FT	piece	1		
15	BANNER 2X4FT	piece	1		
16	INSTRUCTOR'S GUIDE	piece	10		
17	MANILA PAPER	piece	60		
18	PERMANENT MARKERS (BLACK)	box	20		
19	PERMANENT MARKERS (BLUE)	box	20		
20	MASKING TAPE	piece	30		
21	DUCT TAPE	piece	30		
22	PVC ID	box	5		
23	ID MAKER INK RIBBON	piece	10		
24	ID HOLDERS WITH LACE	piece	50		
25	PRINTER INK	set	10		
26	BOND PAPER A4	box	10		
27	BOND PAPER LONG	box	10		
28	COLORLED PAPER (LIGHT COLORS ONLY)	pack	20		
29	CERTIFICATE PAPER 10/PACK	pack	5		
30	CETIFICATE HOLDER (A4)	piece	50		
31	PRIZES (CHIPS, BISCUITS, CANDIES)	lot	1		
32	CAUTION TAPE	roll	20		
33	PHOTOCOPY OF MATERIALS	piece	250		
34	HOUSE RULES TARPAULIN	piece	1		
	TOTAL BID AMOUNT FOR ITEM 1:				

**FOR ITEM NO. 2 – BASIC EMERGENCY CARE PRODUCTS**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>1 BATCH X 50 PAX X 3 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	150		
2	BREAKFAST	pax	150		
3	AM SNACK	pax	150		
4	LUNCH	pax	150		
5	PM SNACK	pax	150		
6	DINNER	pax	150		
	<b>PARTICIPANTS KIT</b>				
7	BALLPEN	piece	50		
8	NOTEBOOK	piece	50		
9	GLOVES (LATEX, LARGE)	piece	5		
10	FACEMASK	piece	5		
11	POCKET MASK	piece	50		
	<b>TRAINING MATERIALS</b>				
12	BANNER 4X8FT	piece	1		
13	BANNER 2X4FT	piece	1		
14	INSTRUCTORS GUIDE	piece	10		
15	MANILA PAPER	piece	20		
16	PERMANENT MARKERS (BLACK)	box	1		
17	PERMANENT MARKERS (BLUE)	box	1		
18	MASKING TAPE	piece	2		
19	DUCT TAPE	piece	2		
20	PVC ID	box	1		
21	ID MAKER INK RIBBON	piece	1		
22	ID HOLDERS WITH LACE	piece	50		
23	PRINTER INK	set	1		
24	BOND PAPER A4	box	1		
25	CERTIFICATE PAPER 10/PACK	pack	10		
26	CETIFICATE HOLDER (A4)	piece	100		
27	PRIZES (CHIPS, BISCUITS, CANDIES)	lot	1		
28	GAUZE PAD	box	50		
29	TRANSPORE 1 INCH	piece	75		
30	TRANSPORE 2 INCHES	piece	75		
31	CERVICAL ROLLER	piece	30		
32	ROLLED SPLINT	piece	50		
33	BAG VALVE MASK	piece	10		
34	NASAL CANNULA	piece	50		
35	OXYGEN MASK	piece	50		
36	PHOTOCOPY OF MATERIALS	piece	100		
	<b>TOTAL BID AMOUNT FOR ITEM 2:</b>				

Cost Derivation Page 2 of 3  
QCDRRMO-25-HLMF-0590 - Line 3

**FOR ITEM NO. 3 – MENTAL HEALTH AND PSYCHOSOCIAL SUPPORT (MHPSS) TRAINING**

Item Number	Description	Unit of Issue	Quantity	Unit Cost	Total Cost
	<b>2 BATCHES X 55 PAX X 5 DAYS</b>				
1	HOTEL ACCOMMODATION	pax	550		
2	BREAKFAST	pax	550		
3	AM SNACK	pax	550		
4	LUNCH	pax	550		
5	PM SNACK	pax	550		
6	DINNER	pax	550		
	<b>PARTICIPANTS KIT</b>				
7	PARTICIPANTS MANUAL	piece	90		
8	ZIPPER ENVELOPE	piece	90		
9	BALLPEN	piece	90		
10	NOTEBOOK	piece	90		
	<b>TRAINING MATERIALS</b>				
11	BANNER 4X8FT	piece	1		
12	BANNER 2X4FT	piece	1		
13	INSTRUCTORS GUIDE	piece	10		
14	BREAKOUT ROOM	room	4		
15	ID HOLDERS WITH LACE	piece	110		
16	PVC ID	box	5		
17	ID MAKER INK RIBBON	piece	4		
18	CERTIFICATE PAPER	pack	18		
19	CERTIFICATE HOLDER	piece	110		
20	PRIZES (CHIPS, BISCUIT, CANDIES)	lot	2		
21	COLORED PAPER	pack	20		
22	PHOTOCOPY OF MATERIALS	piece	500		
	<b>TOTAL BID AMOUNT FOR ITEM 3:</b>				

I hereby certify to comply and deliver all the above requirements.

Name: \_\_\_\_\_

Legal Capacity: \_\_\_\_\_

Signature: \_\_\_\_\_

Duly authorized to sign the Bid for and behalf of: \_\_\_\_\_

## ***Section VIII. Checklist of Technical and Financial Documents***

### **Notes on the Checklist of Technical and Financial Documents**

The prescribed documents in the checklist are mandatory to be submitted in the Bid, but shall be subject to the following:

- a. GPPB Resolution No. 09-2020 on the efficient procurement measures during a State of Calamity or other similar issuances that shall allow the use of alternate documents in lieu of the mandated requirements; or
- b. Any subsequent GPPB issuances adjusting the documentary requirements after the effectivity of the adoption of the PBDs.

The BAC shall be checking the submitted documents of each Bidder against this checklist to ascertain if they are all present, using a non-discretionary “pass/fail” criterion pursuant to Section 30 of the 2016 revised IRR of RA No. 9184.

# Checklist of Technical and Financial Documents

## I. TECHNICAL COMPONENT ENVELOPE

### *Class "A" Documents*

#### Legal Documents

- ☐ (a) Valid PhilGEPS Registration Certificate (Platinum Membership) (all pages) in accordance with Section 8.5.2 of the IRR;

#### Technical Documents

- ☐ (b) Statement of the prospective bidder of all its ongoing government and private contracts, including contracts awarded but not yet started, if any, whether similar or not similar in nature and complexity to the contract to be bid (in a **FORM prescribed by the QC-BAC-GOODS AND SERVICES**); **and**
- ☐ (c) Statement of the bidder's Single Largest Completed Contract (SLCC) similar to the contract to be bid, except under conditions provided for in Sections 23.4.1.3 and 23.4.2.4 of the 2016 revised IRR of RA No. 9184, within the relevant period as provided in the Bidding Documents (in a **FORM prescribed by the QC-BAC-GOODS AND SERVICES**); **and**
- ☐ (d) Original copy of Bid Security. If in the form of a Surety Bond, submit also a certification issued by the Insurance Commission;  
**or**  
Original copy of Notarized Bid Securing Declaration; **and**
- ☐ (e) Conformity with Section VI. (Schedule of Requirements) and Section VII. (Technical Specifications), which may include production/delivery schedule, manpower requirements, and/or after-sales/parts, if applicable; **and**
- ☐ (f) Original duly signed Omnibus Sworn Statement (OSS);  
**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 to its officer to sign the OSS and do acts to represent the Bidder.

#### Financial Documents

- ☐ (g) The prospective bidder's computation of Net Financial Contracting Capacity (NFCC) (in a **FORM prescribed by the QC-BAC-GOODS AND SERVICES**);  
**or**  
A committed Line of Credit from a Universal or Commercial Bank in lieu of its NFCC computation.

### *Class "B" Documents*

- ☐ (h) If applicable, a duly signed joint venture agreement (JVA) in case the joint venture is already in existence;  
**or**  
duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

#### Other documentary requirements under RA No. 9184 (as applicable)

- ☐ (i) [For foreign bidders claiming by reason of their country's extension of reciprocal rights to Filipinos] Certification from the relevant government office of their country stating that Filipinos are allowed to participate in government procurement activities for the same item or product.
- ☐ (j) Certification from the DTI if the Bidder claims preference as a Domestic Bidder or Domestic Entity.

## II. FINANCIAL COMPONENT ENVELOPE

- ☐ (a) Original of duly signed and accomplished Financial Bid Form;
- ☐ (b) Original of duly signed and accomplished Price Schedule(s). **and**
- ☐ (c) Cost Derivation

## III. REQUIRED DOCUMENTS in BDS SECTION 20.2 and 21.2

### **FOR LINES 1 TO 4**

- Copy of Valid and Current Sanitary Permit issued by the Health Department.
- Statement of Compliance to Ordinance No. SP-2127, S-12 (Prohibiting the use of Plastic and Styrofoam...) with project number and project title.
- Notarized Affidavit of Undertaking stating compliance to Executive Order No. 16, Series of 2021 Establishing the Quezon City Healthy Food Procurement Policy with project number and project title.

Note:

1. Please refer to  
[\[https://drive.google.com/file/d/1uiYurh5WrpBL5B\\_pqpzAb62yucAbIR1p/view?usp=sharing\]](https://drive.google.com/file/d/1uiYurh5WrpBL5B_pqpzAb62yucAbIR1p/view?usp=sharing) for the following requirements:
  - a. Computation of NFCC;
  - b. List of All Ongoing Contracts/List of Contracts already awarded but not yet started;
  - c. Statement of Single Largest Completed Contract
2. Please refer to GPPB Resolution No. 16-2020 for the following requirements:
  - a. Bid Form;
  - b. Price Schedule (for Goods Offered from Abroad/ Within the Philippines)
  - c. Bid Securing Declaration; and
  - d. Omnibus Sworn Statement

