



Department of Agriculture
Regional Field Office No. 5
 San Agustin, Pili, Camarines Sur

[ITB-02-22] REQUEST TO SUBMIT QUOTATION OR PROPOSAL FOR THE SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR USE AT INTEGRATED LABORATORY DIVISION AT APPROVED BUDGET FOR THE CONTRACT AMOUNTING TO SIX HUNDRED SIXTY-FIVE THOUSAND SIX HUNDRED FIFTY PESOS (PHP665,650.00) PURSUANT TO ALTERNATIVE METHOD OF PROCUREMENT SPECIFICALLY NEGOTIATED PROCUREMENT-SMALL VALUE PROCUREMENT UNDER SECTION 53.9 UNDER RA 9184 AND ITS REVISED IRR.

The Department of Agriculture Regional Field Office No. 5 (DA RFO 5), San Agustin, Pili, Camarines Sur is inviting interested contractors to submit complete bid quotation for the ff:

QTY	Particulars	UNIT COST	TOTAL COST
12 pcs.	Backpack @ 2,000.00/ Pieces Document Bag	2,000.00	24,000.00
8 doz	Ballpen, Blue, Gel Pen	170.00	1,360.00
8 boxes	BALLPEN, BS FINE, BLACK, 10's Per Box	295.00	2,360.00
8 boxes	BALLPEN, BS FINE, BLUE, 10's Per Box	295.00	2,360.00
3 boxes	Ballpen, Ordinary, Black, 12's	145.00	435.00
1 box	Ballpen, Ordinary, Blue, 12's	145.00	145.00
12 boxes	Binder Clip, Medium 1 1/4"	130.00	1,560.00
24 boxes	Binder Clip, Small, 3/4"	105.00	2,520.00
12 boxes	Binder Clip, Large, 3/4"	165.00	1,980.00
50 boxes	Bond Paper, Legal, Subs. 20	1,300.00	65,000.00
80 boxes	Bond Paper, S-20, A4, 5 Reams/Box	1,300.00	104,000.00
50 boxes	Bond Paper, S-24, A4, 5 Reams/Box	1,400.00	70,000.00
50 boxes	Bond Paper, S-24, Legal, 5 Reams/Box	1,600.00	80,000.00
100 pcs.	Cartolina, Assorted Colors	15.00	1,500.00
100 pcs.	Clear Book Refill, A4, Pack of 10	60.00	6,000.00
100 pcs.	Clear Book Refill, Long, Pack of 10	50.00	5,000.00
100 pcs.	Clear Book, Fixed, A4, 100 Sheets, Red, Yellow, Blue, Green, Gray	275.00	27,500.00
100 pcs.	Clear Book, Fixed, Legal 100 Sheets, Red, Yellow, Blue, Green, Gray	350.00	35,000.00
100 pcs.	Clearbook, Legal 60 Sheets Red, Yellow, Blue, Green, Gray	200.00	20,000.00
100 pcs.	Clearbook, A4, 60 Sheets Red, Yellow, Blue, Green, Gray	200.00	20,000.00
100 pcs.	Clear Book, Refillable, A4, 50 Sheets Red, Yellow, Blue, Green, Gray	150.00	15,000.00
100 pcs.	Clear Book, Refillable, Long, 50 Sheets, Red, Yellow, Blue, Green, Gray	180.00	18,000.00
9 tube	Cutter Blade, Big	85.00	765.00
3 tube	Cutter Blade, Small	75.00	225.00
3 pcs.	Cutter, Hand, Big, Hd	150.00	450.00
3 pcs.	Cutter, Hand, Small, Hd	135.00	405.00
10 pcs.	Desk File Organizer, 4 Slots, Plastic	1,400.00	14,000.00
7 doz	Envelope, Brown, Long	120.00	840.00
12 pcs.	Envelope, Brown, Short	6.00	72.00
13 doz	Envelope, Expanding, Legal	240.00	3,120.00
60 pcs.	Envelope, Long Brown with Tie	20.00	1,200.00
100 pcs.	Envelope, Long, Brown, Ordinary	8.00	800.00
1 box	Envelope, Mailing, White, Long	460.00	460.00
12 pcs.	Envelope, With Tie, Short	18.00	216.00
12 pcs.	Eraser, White, Staedtler	48.00	576.00
222 pcs.	Folder Long, Cartoon, White	6.00	1,332.00
50 pcs.	Folder Short, Cartoon, White	4.00	200.00
100 pcs.	Folder, Brown, Long	8.00	800.00
50 pcs.	Folder, Brown, Short	8.00	400.00
36 pcs.	Folder, Expanding, Legal, Green	25.00	900.00
6 doz.	Folder, Expanding, Long	156.00	936.00
6 doz.	Folder, Expanding, Short	144.00	864.00
12 pcs.	Folder, Plastic, Thick, Pink, Long	28.00	336.00
12 pcs.	Folder, Plastic, Thick, Yellow, Long	28.00	336.00
100 pcs.	Folder, Plastic, Transparent, Long, HD	13.50	1,350.00
36 pcs.	Folder, Plastic, Transparent, Short, HD	13.00	468.00
30 pcs.	Folder, Plastic, Transparent, With Slide, A4, Red Color	18.00	540.00



A food-secure Philippines
 with prosperous farmers and fisherfolk





Department of Agriculture
Regional Field Office No. 5
 San Agustin, Pili, Camarines Sur

30 pcs.	Folder, Plastic, Transparent, With Slide, Legal, Red Color	25.00	750.00
20 pcs.	Folder, Plastic, Transparent, With Slide, Short, Red Color	18.00	360.00
100 pcs.	Folder, Plastic, Long	10.00	1,000.00
2 pcs.	Glue Gun, Heavy Duty, Big	400.00	800.00
500 pcs.	Glue Stick, Big,	10.00	5,000.00
17 pcs.	Glue, All Purpose,300g Min	50.00	850.00
10 pcs.	Glue, Paste, Small, 130g.	50.00	500.00
1 box	Gun Tacker Wire, Model T30	300.00	300.00
2 packs	Index Card, 100/Pack	102.00	204.00
2 boxes	Laminating Film, A4, 250 Mic	2,000.00	4,000.00
4 boxes	Laminating Film, Legal Size,250microns, 100's	2,800.00	11,200.00
100 pcs.	Lever Arch File Folder Long 3 Inches Ring Binder, Blue, Black, Red, Green, Yellow, Gray	500.00	50,000.00
24 pcs.	Marker Pen, Multimark 1523 Permanent (For Glass/Plastic/Metal)	30.00	720.00
12 pcs.	Marker, Permanent, Fiber Tip, Water Proof, Black	20.00	240.00
12 pcs.	Marker, Whiteboard, Bullet Type, Black	30.00	360.00
12 pcs.	Marker, Whiteboard, Bullet Type, Blue	30.00	360.00
15 pcs.	Marker, Permanent, Bullet Type, Green	30.00	450.00
15 pcs.	Marker, Permanent, Bullet Type, Red	30.00	450.00
1 pack	Matte Sticker Paper, A4, 10's	250.00	250.00
24 boxes	Paper Clip, Big	35.00	840.00
12 boxes	Paper Clip, Small	15.00	180.00
17 boxes	Paper Fastener, Plastic, Vinyl Coated	60.00	1,020.00
1 pc	Paper Puncher 3 Holes Punch	500.00	500.00
6 pcs.	Pen Storage Box Desk Organizer, Transparent, 8 Slots	800.00	4,800.00
4 pcs.	Pencil Sharpener, Metal	375.00	1,500.00
7 boxes	Pencil, No. 2	85.00	595.00
12 pcs.	Permanent Marker, Artline700, Fiber Tip, Waterproof, Instant Drying Black	30.00	360.00
3 boxes	Permanent Marker, Pilot, Black, Fine 12 Pcs /Box	600.00	1,800.00
3 boxes	Permanent Marker, Pilot, Blue, Fine 12 Pcs /Box	600.00	1,800.00
1 box	Permanent Marker, Red, 12pcs/Box	600.00	600.00
6 packs	Photopaper Premium High Glossy, A4	125.00	750.00
100 pcs	Record Book, 150 Leaves, With Page No.	100.00	10,000.00
3 pcs	Ribbon For Typewriter	100.00	300.00
12 boxes	Rubber Bond, Arrow, No.18	198.00	2,376.00
12 pcs	Ruled Paper, White	25.00	300.00
18 pcs	Ruler, 1ft, Plastic	12.00	216.00
6 pieces	Scissor, Heavy Duty, Big	200.00	1,200.00
1 box	Sign Pen, Black, 0.5mm, 10's	300.00	300.00
1 box	Sign Pen, Blue, 0.5mm ,10's	300.00	300.00
16 pcs.	Staple Remover, Plier Type	25.00	400.00
10 pcs.	Stapler, Big, Hd	200.00	2,000.00
10 pcs.	Stapler, Heavy Duty, Long Arm, 2-25sheets Cap.	1,000.00	10,000.00
20 pcs.	Tape, Double-Sided, 1'24 Mm X 2 M Adhesive Tape	80.00	1,600.00
48 pcs.	Tape, Masking, 2' 50 Meters Length	42.00	2,016.00
60 pcs.	Tape, Masking, 1", 50 Meters Length	45.00	2,700.00
36 pcs.	Tape, Packing, 2' Tan	55.00	1,980.00
24 pcs.	Tape, Scotch, 1'	38.00	912.00
24 pcs.	Tape, Scotch, 2'	50.00	1,200.00
	Grand Total		₱ 665,650.00

The agency intends to apply the amount Six Hundred Sixty-Five Thousand Six Hundred Fifty Pesos (Php665,650.00) as the Approved Budget for the Contract. **Partial Bid is NOT allowed.**

As per approved Purchase Request and considering the nature of requisition being not more than One Million Pesos (Php1,000,000.00) and in order to fast-track the implementation of the program, this procurement is facilitated thru Negotiated Procurement-Small Value Procurement under Section 53.9 of RA 9184 and its Revised IRR.



A food-secure Philippines
 with prosperous farmers and fisherfolk





Department of Agriculture
Regional Field Office No. 5
San Agustin, Pili, Camarines Sur

As such, **ERIVAN GENERAL MERCHANDISE**, Naga City; **ALLAN-JUSTINE GENERAL MERCHANDISE**, Naga City; **RFK GENERAL MERCHANDISE**, Pili Camarines Sur and any other interested Bidders are hereby requested to submit the following documents;

1. Mayor's Permit
2. DTI /SEC Registration
3. PhilGeps Registration
4. Annual Income Tax Return
5. Omnibus Sworn Statement
6. BIR Registration
7. Pictures/Brochures of Product being offered

The bidders are required to pay the non-refundable amount Five Hundred Pesos (Php500.00) for bid documents to the Cashier's Office, DA RFO-5, Pili, Camarines Sur. **All submitted documents must be in duplicate, all copies must be marked with ear tabs or side-end to identify the page components and shall be properly addressed to the BAC Chairperson,** otherwise, bids will be automatically rejected on the ground of non-compliance with the prescribed bid requirements.

Sealed Bid must be received by BAC Secretariat, DA RFO 5 not later than **1:00 in the afternoon of 24 January 2022** at the 3rd Floor, Training Hall, Operations Bldg., DA RFO-V, Pili, Camarines Sur. Opening of quotation will be on the same date and time.

Let this Invitation be posted pursuant to RA 9184 and its IRR. For more information, please see or call BAC Secretariat, Legal Office, Tel. No. (054) 477-33-56.

January 19, 2022 San Agustin, Pili, Camarines Sur.

LUZ R. MARCELINO
RTD for Operations
BAC Chairperson



A food-secure Philippines

with prosperous farmers and fisherfolk



Republic of the Philippines
DEPARTMENT OF AGRICULTURE
Regional Field Office No. 5
San Agustin, Pili, Camarines Sur

BID FORM (GOODS)

Department of Agriculture
Regional Field Unit No. 5
San Agustin, Pili, Camarines Sur

The Bids and Awards Committee

Gentlemen/Ladies:

Having examined the bidding documents, the receipts of which is hereby duly acknowledge we the undersigned offer to supply/deliver the goods requisitioned in conformity with the said bid documents for the total amount of

_____.
(PHP _____).

Accompanying this Bid Form is our Bid Offer containing the details of the requisition and our offered items in specified quantity and unit price.

We undertake, if our Bid is duly accepted, to deliver the goods in accordance with the delivery schedule specified in the Schedule of requirements.

We agree to abide by our Bid for the bid validity period as set by the procuring entity but not exceeding one hundred twenty (120) calendar days from the date of the bids opening.

Until a formal contract is prepared and executed, this bid, together with your acceptance thereof thru Notice of Award, subject to all other bid documents, shall be binding upon us.

We understand that you are not bound to accept the lowest of any bid that you may receive.

We certify that we complied with the eligibility requirements as specified under RA 9184 and its IRR and the bidding documents.

Dated this _____ day of _____ 20_____.

(Name & Signature of Bidder or
Authorized Representative)

(Address & telephone No.)

Date of Bidding

FOR GOODS OFFERED FROM WITHIN THE PHILIPPINES

*SUPPLY AND DELIVERY OF OFFICE SUPPLIES FOR USE AT INTEGRATED LABORATORY
DIVISION*

Name of Project:

Name of Bidder /

Authorized Representative:

1	2	3	4	5	6	7	8	9	10
ITEM	DESCRIPTION	COUNTRY OF ORIGIN	QTY	UNIT PRICE EXW per ITEM	TRANSPORTATION AND INSURANCE AND ALL OTHER COST INCIDENTAL TO DELIVERY, <i>PER ITEM</i>	SALES AND OTHER TAXES PAYABLE IF CONTRACT IS AWARDED, <i>PER ITEM</i>	COST OF INCIDENTAL SERVICES IF APPLICABLE, <i>PER ITEM</i>	TOTAL PRICE, PER UNIT (col 5+6+7+8)	TOTAL PRICE, DELIVERED FINAL DESTINATION (col 9) x (col 4)
	Backpack @ 2,000.00/ Pieces Document Bag		12 pcs.						
	Ballpen, Blue, Gel Pen		8 doz						
	BALLPEN, BS FINE, BLACK, 10's Per Box		8 boxes						
	BALLPEN, BS FINE, BLUE, 10's Per Box		8 boxes						
	Ballpen, Ordinary, Black, 12's		3 boxes						
	Ballpen, Ordinary, Blue, 12's		1 box						
	Binder Clip, Medium 1 1/4"		12 boxes						
	Binder Clip, Small, 3/4"		24 boxes						
	Binder Clip, Large, 3/4"		12 boxes						
	Bond Paper, Legal, Subs. 20		50 boxes						
	Bond Paper, S-20, A4, 5 Reams/Box		80 boxes						
	Bond Paper, S-24, A4, 5 Reams/Box		50 boxes						
	Bond Paper, S-24, Legal, 5 Reams/Box		50 boxes						
	Cartolina, Assorted Colors		100 pcs.						
	Clear Book Refill, A4, Pack Of 10		100 pcs.						
	Clear Book Refill, Long, Pack Of 10		100 pcs.						
	Clear Book, Fixed, A4, 100 Sheets, Red, Yellow, Blue, Green, Gray		100 pcs.						

	Clear Book, Fixed, Legal 100 Sheets, Red, Yellow, Blue, Green, Gray		100 pcs.						
	Clearbook, Legal 60 Sheets Red, Yellow, Blue, Green, Gray		100 pcs.						
	Clearbook, A4, 60 Sheets Red, Yellow, Blue, Green, Gray		100 pcs.						
	Clear Book, Refillable, A4, 50 Sheets Red, Yellow, Blue, Green, Gray		100 pcs.						
	Clear Book, Refillable, Long, 50 Sheets, Red, Yellow, Blue, Green, Gray		100 pcs.						
	Cutter Blade, Big		9 tube						
	Cutter Blade, Small		3 tube						
	Cutter, Hand, Big, Hd		3 pcs.						
	Cutter, Hand, Small, Hd		3 pcs.						
	Desk File Organizer, 4 Slots, Plastic		10 pcs.						
	Envelope, Brown, Long		7 doz						
	Envelope, Brown, Short		12 pcs.						
	Envelope, Expanding, Legal		13 doz						
	Envelope, Long Brown with Tie		60 pcs.						
	Envelope, Long, Brown, Ordinary		100 pcs.						
	Envelope, Mailing, White, Long		1 box						
	Envelope, With Tie, Short		12 pcs.						
	Eraser, White, Staedtler		12 pcs.						
	Folder Long, Cartoon, White		222 pcs.						
	Folder Short, Cartoon, White		50 pcs.						
	Folder, Brown, Long		100 pcs.						
	Folder, Brown, Short		50 pcs.						
	Folder, Expanding, Legal, Green		36 pcs.						
	Folder, Expanding, Long		6 doz.						
	Folder, Expanding, Short		6 doz.						
	Folder, Plastic, Thick, Pink, Long		12 pcs.						

Folder, Plastic, Thick, Yellow, Long		12 pcs.						
Folder, Plastic, Transparent, Long, HD		100 pcs.						
Folder, Plastic, Transparent, Short, HD		36 pcs.						
Folder, Plastic, Transparent, With Slide, A4, Red Color		30 pcs.						
Folder, Plastic, Transparent, With Slide, Legal, Red Color		30 pcs.						
Folder, Plastic, Transparent, With Slide, Short, Red Color		20 pcs.						
Folder, Plastic, Long		100 pcs.						
Glue Gun, Heavy Duty, Big		2 pcs.						
Glue Stick, Big,		500 pcs.						
Glue, All Purpose,300g Min		17 pcs.						
Glue, Paste, Small, 130g.		10 pcs.						
Gun Tacker Wire, Model T30		1 box						
Index Card, 100/Pack		2 packs						
Laminating Film, A4, 250 Mic		2 boxes						
Laminating Film, Legal Size,250microns, 100's		4 boxes						
Lever Arch File Folder Long 3 Inches Ring Binder, Blue, Black, Red, Green, Yellow, Gray		100 pcs.						
Marker Pen, Multimark 1523 Permanent (For Glass/Plastic/Metal)		24 pcs.						
Marker, Permanent, Fiber Tip, Water Proof, Black		12 pcs.						
Marker, Whiteboard, Bullet Type, Black		12 pcs.						
Marker, Whiteboard, Bullet Type, Blue		12 pcs.						
Marker, Permanent, Bullet Type, Green		15 pcs.						
Marker, Permanent, Bullet Type, Red		15 pcs.						
Matte Sticker Paper, A4, 10's		1 pack						

Paper Clip, Big		24 boxes						
Paper Clip, Small		12 boxes						
Paper Fastener, Plastic, Vinyl Coated		17 boxes						
Paper Puncher 3 Holes Punch		1 pc						
Pen Storage Box Desk Organizer, Transparent, 8 Slots		6 pcs.						
Pencil Sharpener, Metal		4 pcs.						
Pencil, No. 2		7 boxes						
Permanent Marker, Artline700, Fiber Tip, Waterproof, Instant Drying Black		12 pcs.						
Permanent Marker, Pilot, Black, Fine 12 Pcs /Box		3 boxes						
Permanent Marker, Pilot, Blue, Fine 12 Pcs /Box		3 boxes						
Permanent Marker, Red, 12pcs/Box		1 box						
Photopaper Premium High Glossy, A4		6 packs						
Record Book, 150 Leaves, With Page No.		100 pcs						
Ribbon For Typewriter		3 pcs						
Rubber Bond, Arrow, No.18		12 boxes						
Ruled Paper, White		12 pcs						
Ruler, 1ft, Plastic		18 pcs						
Scissor, Heavy Duty, Big		6 pieces						
Sign Pen, Black, 0.5mm, 10's		1 box						
Sign Pen, Blue, 0.5mm ,10's		1 box						
Staple Remover, Plier Type		16 pcs.						
Stapler, Big, Hd		10 pcs.						
Stapler, Heavy Duty, Long Arm, 2-25sheets Cap.		10 pcs.						
Tape, Double-Sided, 1'24 Mm X 2 M Adhesive Tape		20 pcs.						
Tape, Masking, 2' 50 Meters Length		48 pcs.						

	Tape, Masking, 1", 50 Meters Length		60 pcs.						
	Tape, Packing, 2' Tan		36 pcs.						
	Tape, Scotch, 1'		24 pcs.						
	Tape, Scotch, 2'		24 pcs.						
	GRAND TOTAL								

[Signature]

Duly authorized to sign Bid for and on behalf of

[in the capacity of]

Omnibus Sworn Statement (Revised)

[shall be submitted with the Bid]

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

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. *[Select one, delete the other:]*

[If a sole proprietorship:] I am the sole proprietor or authorized representative of [Name of Bidder] with office address at [address of Bidder];

[If a partnership, corporation, cooperative, or joint venture:] I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

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

[If a sole proprietorship:] As the owner and sole proprietor, or authorized representative of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached duly notarized Special Power of Attorney;

[If a partnership, corporation, cooperative, or joint venture:] I am granted full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for [Name of the Project] of the [Name of the Procuring Entity], as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable)];

3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board, **by itself or by relation, membership, association, affiliation, or controlling interest with another blacklisted person or entity as defined and provided for in the Uniform Guidelines on Blacklisting;**

4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;

5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. *[Select one, delete the rest:]*

[If a sole proprietorship:] The owner or sole proprietor is not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical

Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a partnership or cooperative:] None of the officers and members of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

[If a corporation or joint venture:] None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the responsibilities as a Bidder in compliance with the Philippine Bidding Documents, which includes:
 - a. Carefully examining all of the Bidding Documents;
 - b. Acknowledging all conditions, local or otherwise, affecting the implementation of the Contract;
 - c. Making an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d. Inquiring or securing Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.
10. **In case advance payment was made or given, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability for Swindling (Estafa) or the commission of fraud with unfaithfulness or abuse of confidence through misappropriating or converting any payment received by a person or entity under an obligation involving the duty to deliver certain goods or services, to the prejudice of the public and the government of the Philippines pursuant to Article 315 of Act No. 3815 s. 1930, as amended, or the Revised Penal Code.**

IN WITNESS WHEREOF, I have hereunto set my hand this ___ day of ___, 20__ at _____, Philippines.

[Insert NAME OF BIDDER OR ITS AUTHORIZED REPRESENTATIVE]

[Insert signatory's legal capacity]

Affiant

[Jurat]

[Format shall be based on the latest Rules on Notarial Practice]