



Republic of the Philippines  
**PUBLIC ATTORNEY'S OFFICE**

**Tanggapan ng Manananggol Pambayan  
Kagawaran ng Katarungan**

DOJ Agencies Building, NIA Road corner East Avenue, 1104 Quezon City  
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**ELIGIBILITY REQUIREMENTS FOR PROSPECTIVE LICENSED CARGO FORWARDER OR FREIGHTER, C.Y. 2019, FOR PAO-CENTRAL OFFICE LOCATED AT DOJ AGENCIES BUILDING, NIA ROAD COR. EAST AVENUE 1104 QUEZON CITY**

For qualification, please submit the following set of bidding requirements/documents to the PAO Bids and Awards Committee (PBAC) Secretariat:

**A. SET OF BIDDING REQUIREMENTS/DOCUMENTS:**

1. Company profile;
2. List of existing and previous clients;
3. Certification issued by Head of the company or authorized representative, whether the prospective bidder is a manufacturer, supplier or distributor of the above items;
4. Security and Exchange Commission registration or Department of Trade and Industry business permit;
5. Valid and current Mayor's permit or business permit;
6. VAT registration;
7. Latest Income Tax Return;
8. Audited Financial Statements for Year 2018 (stamped "received" by the BIR);
9. Statement of the prospective bidder that he/she is not "blacklisted" or barred from bidding by the government or any of its agencies/offices;
10. Sworn Affidavit that the bidder or any officer of their corporation is not related to the Head of the Procuring Entity by consanguinity or affinity up to the third civil degree;
11. Sworn Statement by the Head of the Company or authorized representative that each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original and all information provided therein are true and correct;
12. Certificate of Registration from *PHILGEPS*;
13. Bid Price;
14. Bid Security in accordance with RA 9184 and its implementing rules and regulations.