Philippine Economic Zone Authority
CAVITE ECONOMIC ZONE
Rosario, Cavite

Reference No.	CEZRFQ 2026-07-29
PR No.	2026-07-0014
Date	July 13, 2026

REQUEST FOR QUOTATION

Sec.34 - Small Value Procurement

The **PEZA – CEZ**, through the Bids and Awards Committee (BAC) intends to apply the sum of **₱ 360,000.00** being the Approved Budget for the Contract (ABC) for the "**Procurement of the Emergency Medical Technician (EMT) Training Program for the Twelve (12) Cavite Economic Zone Emergency Response Unit (ERU) Personnel"** pursuant to Sec. 34 – Small Value Procurement of the Implementing Rules and Regulations of Republic Act No. 12009.

Name of Project	**Procurement of the Emergency Medical Technician (EMT) Training Program for the Twelve (12) Cavite Economic Zone Emergency Response Unit (ERU) Personnel**
Technical Specifications and Terms of Reference	Attached Annex A
Approved Budget for the Contract (ABC)	**₱ 360,000.00**
Project Duration	The Service Provider shall complete the project within **Twelve (12) weeks or Eighty-Four (84) days**, reckoned from the receipt of the Notice to Proceed (NTP) until the issuance by PEZA of the Certificate of Completion and Acceptance, whichever comes earlier.

PEZA-CEZ accepts open quotations which shall be submitted directly through email or couriered to the address indicated below. Quotations should not exceed the Approved Budget for the Contract of ₱ 360,000.00 inclusive of all taxes and other lawful charges. The **below documents shall be submitted** to the CEZ-Bids and Awards Committee on or before **10:00 am, 17 July 2026.**

1)	Signed Price Quotation Form (PQF) and Terms and Conditions
2)	Duly Accomplished/Signed Annex A (Technical Specifications and Terms of Reference)
3)	PhilGEPS Registration Number / Certificate
4)	Valid and Current Mayor's / Business Permit / Municipal License
5)	Notarized Omnibus Sworn Statement (OSS)
6)	Company Profile and Proof of Experience in conducting EMT/EMS or similar emergency medical training programs.
7)	List of proposed instructors with corresponding qualifications and certifications.
8)	Proposed Training Program and Schedule.
9)	Sample Certificate of Completion.
10)	Course Outline or Curriculum.

Award of contract shall be made to the lowest calculated and responsive bidder which complies with the minimum technical specifications and other terms and conditions stated herein.

For further information, please refer to:

Secretariat, CEZ-BAC
1st Floor, New Administration Building
Cavite Economic Zone, Rosario, Cavite
Tel Number : (046) 4376936 / 4376070
E-mail Address: cezbac@peza.gov.ph

-original signed-
Engr. ALEJO F. MACARAEG
Chairperson, CEZ BAC

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PRICE QUOTATION FORM (PQF)

(Bid Form)

_____
Date

Engr. ALEJO F. MACARAEG
Chairperson, Bids and Awards Committee
1st Floor New Administration Building
Cavite Economic Zone,
Rosario, Cavite

Thru: The BAC Secretariat

Dear Sir,

After having carefully read and accepted the Terms and Conditions of this Request for Quotation (RFQ) under **Reference No. CEZRFQ 2026-07-29**, I/we _____ submit our quotation/s for the item/s as follows:
Business Name

Name of Project	**Procurement of the Emergency Medical Technician (EMT) Training Program for the Twelve (12) Cavite Economic Zone Emergency Response Unit (ERU) Personnel**
Technical Specifications and Terms of Reference	Attached Annex A
Project Duration	The Service Provider shall complete the project within Twelve (12) weeks or Eighty-Four (84) days, reckoned from the receipt of the Notice to Proceed (NTP) until the issuance by PEZA of the Certificate of Completion and Acceptance, whichever comes earlier.
Total Bid Amount	**In words:**
	In figures:

BID/QUOTED PRICE SHALL NOT EXCEED THE APPROVED BUDGET FOR THE CONTRACT INCLUSIVE OF VAT AND OTHER CHARGES.

_____
Bidder's authorized signature over printed name

Designation : _____

Name of Company : _____

Address : _____

Contact No. / Mobile No. _____

TERMS AND CONDITIONS:

1. Terms of Payment: Cheque Payment – Thirty (30) days processing upon receipt of valid documents. Corresponding tax shall be deducted from the value / cost of the above item/s upon processing of payment.

2. Processing of Payment shall be made after completion of delivery and upon submission of the required supporting documents (i.e request for payment, original invoice, billing statement, delivery receipt)

3. Price quotation/s to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.

4. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.

5. Quotations exceeding the Approved Budget for the Contract shall be rejected.

6. Award of contract shall be made to the lowest quotation which complies with the minimum technical specifications and other terms and conditions stated herein.

7. Any interlineations, erasures or overwriting shall be valid only if they are signed by you or any of your duly authorized representative/s.

8. The CEZ TWG and its End-User shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.

9. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The CEZ-BAC shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

10. CEZ-BAC reserves the right to reject any or all bids, waive any informality in the bids received, to accept or reject item/s of any bid and to make an award to the bidders whose proposal is most advantageous to the government.

11. CEZ-BAC assumes no responsibility whatsoever to compensate or indemnify bidders for expenses incurred in the preparation of their bid proposal.

_____
Signature over Printed Name

_____
Position / Designation

_____
Office Telephone No.

_____
Fax/Mobile No.

_____
Email Address

ANNEX A

Reference No.	CEZRFQ 2026-07-29
PR No.	2026-07-0014
Date	July 13, 2026

TECHNICAL SPECIFICATIONS AND TERMS OF REFERENCE (TOR) FOR THE PROCUREMENT OF EMERGENCY MEDICAL TECHNICIAN (EMT) TRAINING PROGRAM FOR TWELVE (12) PERSONNEL OF THE CAVITE ECONOMIC ZONE (CEZ) EMERGENCY RESPONSE UNIT (ERU)

I. Background / Rationale

The Cavite Economic Zone (CEZ)-Emergency Response Unit (ERU) serves as the PEZA-CEZ's primary emergency response organization responsible for providing pre-hospital emergency medical care, rescue, patient stabilization, and ambulance transport during emergencies within the Zone.

To strengthen its emergency medical response capability, the PEZA-CEZ intends to provide **competency-based Emergency Medical Technician (EMT) training for twelve (12) designated ERU personnel.** The training aims to equip participants with the knowledge, practical skills, and competencies necessary to effectively respond to medical, trauma, rescue, and disaster-related emergencies consistent with recognized emergency medical service standards.

The training likewise supports the Authority's operational requirement to maintain EMT-trained personnel for the operation of the CEZ ambulance expected to be procured in CY 2026.

II. Scope of the Project

The winning Service Provider shall organize, administer, and **conduct a competency-based Emergency Medical Technician (EMT) Training Program for twelve (12) CEZ ERU personnel**, including the provision of qualified instructors, training materials, practical exercises, competency assessments, certificates of completion, and post-training reports.

III. Training Requirements

1. Conduct a competency-based Emergency Medical Technician (EMT) Training Program for twelve (12) participants.
2. Provide qualified instructors with appropriate certifications and operational experience in Emergency Medical Services (EMS).
3. Conduct lectures (virtual or face-to-face), demonstrations, practical exercises, scenario-based simulations, written examinations, and practical competency assessments.
4. Provide all necessary training manuals, instructional materials, audiovisual presentations, assessment tools, and practical training equipment required for the conduct of the program.
5. Issue Certificates of Completion and other applicable documentary proof of successful completion to participants who satisfy the course requirements.
6. Submit the required documentary outputs upon completion of the training

IV. Technical Specifications

Technical Specification	Minimum Requirement
Training Program	Competency-based Emergency Medical Technician (EMT) Training Program
Participants	Twelve (12) CEZ ERU Personnel
Training Coverage	Emergency Medical Services (EMS), Patient Assessment, Basic Life Support (BLS), Medical Emergencies, Trauma Management, Disaster Response, Incident Command System (ICS), Mass Casualty Incident (MCI) Management, Ambulance Operations, and other related emergency medical response competencies
Training Methodology	Combination of lectures, demonstrations, hands-on practical exercises, simulations, written examinations, and practical competency assessments
Instructors	Qualified EMS/EMT instructors with relevant professional certifications and operational experience
Training Materials	Course manuals, handouts, assessment forms, and other instructional materials
Training Equipment	Training aids, patient care simulation equipment, rescue equipment, and audiovisual equipment necessary for the conduct of the training
Course Outputs	Attendance records, assessment results, participant evaluation summary, Certificates of Completion, and Final Training Completion Report
Certification	Certificate of Completion and other applicable documentary proof of successful completion

V. Documentary Requirements to be submitted with the Bid

The Service Provider shall submit:

a. Company Profile and proof of experience in conducting EMT/EMS or similar emergency medical training programs;
b. List of proposed instructors with corresponding qualifications and certifications;
c. Proposed Training Program and Schedule;
d. Sample Certificate of Completion; and
e. Course Outline or Curriculum;

VI. Acceptance Criteria

The training shall be considered completed and accepted upon:

a. Completion of the approved training program;
b. Submission of attendance records and assessment results;
c. Issuance of Certificates of Completion to participants who successfully satisfy the course requirements; and
d. Submission of the Final Training Completion Report.

The End-User Representative shall recommend the issuance of the corresponding Inspection and Acceptance Report (IAR) upon satisfactory compliance with the foregoing requirements.

VII. Contract Duration

The Service Provider shall complete the project within **twelve (12) weeks**, reckoned from the receipt of the Notice to Proceed (NTP) until the issuance by PEZA of the Certificate of Completion and Acceptance, whichever comes earlier.

We hereby certify that we have carefully read, understood, and examined the provisions of this Terms of Reference (TOR). We agree to comply fully with all the requirements, specifications, terms, and conditions set forth herein should our bid be declared the Lowest Calculated and Responsive Bid and the contract be awarded to us.

By signing below, we signify our full conformity with and acceptance of all the provisions of this TOR.

_____

Bidder's Authorized Signature over Printed Name

Name of Company: _____

Omnibus Sworn Statement Form

[Note: The duly accomplished form shall be submitted with the Bid]

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

OMNIBUS SWORN STATEMENT

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

1. *Select one, delete the others:*

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

   - *If 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]*;

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* I am the individual consultant or authorized representative of *[Name of Bidder]* with office address at *[Address of Bidder]*;

2. *Select one, delete the others:*

   - *If 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 *[Project Title]* of the *[Name of the Procuring Entity][insert* "as supported by the attached duly notarized Special Power of Attorney" *for authorized representative]*;

   - *If 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 *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney, Board/Partnership Resolution, or Secretary's Certificate, whichever is applicable*;*

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* As the individual consultant 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 *[Project Title]* of the *[Name of the Procuring Entity]*, as supported by the attached duly notarized Special Power of Attorney *for authorized representative*;

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;

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 others:*

   - *If sole proprietorship :* The *[Name of Bidder]* and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If partnership :* The partnership itself and the partners of ***[****Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If cooperative:* The cooperative itself and members of the board of directors, general manager, or chief executive officer of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), or the End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If corporation, or joint venture:* The corporation or joint venture itself, and officers, directors, controlling stockholders and beneficial owners of *[Name of Bidder]* are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

   - *If individual consultant not registered under a sole proprietorship, in case of Consulting Services:* The individual consultant and its spouse are not related by consanguinity or affinity up to the third civil degree to the Head of the Procuring Entity, Procurement Agent (if engaged), End-User or Implementing Unit, project consultants, head of the Project Management Office, or the members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat;

7. It is understood that failure to faithfully disclose its relationship with the Head of the Procuring Entity, members of the BAC, the TWG, and the BAC Secretariat, the head of the PMO or the end-user unit or implementing unit, and the project consultants of the Procuring Entity, or of the procurement agent by consanguinity or affinity up to the third civil degree, as well as its submission of beneficial

ownership information containing false entries shall be subject to blacklisting under Section 100 of the Implementing Rules and Regulations (IRR) of Republic Act (RA) No. 12009, without prejudice to criminal and civil liabilities under applicable laws, including their accessory penalties, if any.

Select one, delete the rest:

- *In case of corporations: [Name of Bidder]* declares its beneficial ownership information consistent with its updated General Information Sheet or Beneficial Ownership Declaration Form or any other document duly submitted to the SEC and has maintained a valid and updated file therein in compliance with Sections 20.2.9.1, 81, and 82 of the IRR of RA No. 12009.

- *In case of Foreign Bidders: [Name of Bidder]* submitted an appropriate equivalent document in English issued by the country of the bidder concerned in accordance with Section 20.2.9.2 of the IRR of RA No. 12009.

8. *[Name of Bidder]* complies with existing labor laws and standards; and

9. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:

   a) Carefully examine all of the Bidding Documents;

   b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;

   c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and

   d) Inquire or secure Supplemental Bid Bulletin(s) issued for the *[Project Title]*.

10. *[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.

11. In case advance payment was made or given to ***[Name of Bidder]***, failure to perform or deliver any of the obligations and undertakings in the contract shall be sufficient grounds to constitute criminal liability under existing laws.

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

Duly authorized to sign the Bid for and behalf of:

[Insert Bidder's Name]

[Affiant's Signature over Printed Name]
[Position/Designation]
[Date]

JURAT

SUBSCRIBED AND SWORN to before me this _____ day of *[month] [year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No. 02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____.

WITNESS MY HAND AND SEAL this ___ day of *[month] [year].*

NAME OF NOTARY PUBLIC
Notarial Commission No. _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, *[date issued], [place issued]*
IBP No. __, *[date issued], [place issued]*

Doc. No. _____
Page No. _____
Book No. _____
Series of _____.