

Contractor's Organizational Chart for the Contract

**REPAIR/REHABILITATION/RETROFITTING/REPLACEMENT
OF FOOD LABORATORY BUILDING**

**Proposed Organizational Chart
for the Contract to be bid**

KEY PERSONNEL'S AFFIDAVIT OF COMMITMENT TO WORK ON THE CONTRACT

1. I, _____ have committed my services for the position of _____ for
(Name of Professional/Individual) *(Key Personnel Position)*
 the Contract if it is awarded to the Bidder.

2. I, therefore, commit to assume the said position for the Contract once it is awarded to the Bidder, and I shall employ the best care, skill and ability to perform the duties of such position in accordance with the Conditions of Contract, Specifications, Drawings, and other provisions of the Contract Agreement. I am aware that I have to stay in the jobsite for the duration of the project.

3. I do not allow the use of my name to enable the Bidder to qualify for the Contract without my commitment to assume the said position, since I understand that to do so shall be a sufficient ground for my disqualification from this Contract and future biddings of the Catanduanes State University.

4. I submit, and certify as true and correct, the following information:
 - a. Name : _____
 - b. Date of Birth : _____
 - c. Nationality : _____
 - d. Profession : _____
 - e. PRC License No. and Date of Validity : _____
 - f. Employment Record and Work Experience relevant to the Project *(Please fill in the table below; use additional sheet(s) if necessary)*

i. Project Name & Location ii. Project Owner's Name & Address iii. Employer's Name & Address iv. Position	i. Project Description ii. Total Cost Project	i. Part of Project Handled ii. Cost of Part	i. Start Date of the Project ii. Completion Date of the Project iii. Total Period of Engagement to the Project
Completed Projects:			
On-going Projects:			

Name and Signature of Professional/Individual Committing to the Contract

(Date)

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

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. _____ and his/her Community Tax Certificate No. _____ issued on ___ at _____.

Witness my hand and seal this ___ day of [month] [year].

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

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Name of the Procuring Entity : Catanduanes State University
 Name of the Project : Repair/Rehabilitation/Retrofitting/Replacement of Food Laboratory Building

**KEY PERSONNEL
(FORMAT OF BIO-DATA)**

Give the detailed information of the following personnel who are scheduled to be assigned as full-time field staff for the project. Fill up a form for each person.

1. Name : _____
2. Nationality : _____
3. Education and Degrees : _____
4. Proposed Position : _____
5. Length of Service with the Firm : _____
6. Years of Related Experience for the proposed position : _____
7. List of Projects Handled : *(use additional sheet/s if necessary)*
 - Name of Project : _____
 - Name of Owner : _____
 - Type of Project : _____
 - Position : _____
 - Period of Assignment : _____

In the event that *[Name of the Bidder]* is awarded the contract for the Repair/Rehabilitation/Retrofitting/Replacement of Food Laboratory Building, I, firmly commit to assume the post of *[Designation]*.

Signature of Key Personnel

Jms