

ANNEX A

Statement of all Government & Private Contracts completed which are similar in nature and complexity to the Contract to be Bid

Business Name : _____

Business Address : _____

| Name and Nature of the Contract | a. Client's Name b. Address c. Telephone Nos. | Brief Description of Work | Bidder's Role | | a. Amount at Award b. Amount at Completion c. Duration | a. Date Awarded b. Contract Effectivity c. Date Completed |
|---------------------------------|---|---------------------------|---------------|---|--|---|
| | | | Description | % | | |
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ANNEX B

Statement of all Government & Private Contracts completed which are relevant in nature and complexity to the Contract to be Bid

Business Name : _____

Business Address : _____

| Name and Nature of the Contract | a. Client's Name b. Address c. Telephone Nos. | Brief Description of Work | Bidder's Role | | a. Amount at Award b. Amount at Completion c. Duration | a. Date Awarded b. Contract Effectivity c. Date Completed |
|---------------------------------|---|---------------------------|---------------|---|--|---|
| | | | Description | % | | |
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ANNEX D.1

Lead Consultant's List of Similar/Relevant Projects Performed/ Services Rendered:

| Name and Nature of Project/ Services Rendered | a. <i>Client's Name</i> b. Address c. Telephone Nos. | Brief Description of Project/ Services Rendered | Key Personnel's Role | Specific Duration of Project/ Services (e.g. Jan to May 2018) - MAN MONTHS |
|---|--|---|----------------------|--|
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Experience on human resources/organizational development activities

| Name and Nature of Project/ Services Rendered | a. <i>Client's Name</i> b. Address c. Telephone Nos. | Brief Description of Project/ Services Rendered | Key Personnel's Role | Specific Duration of Project/ Services (e.g. Jan to May 2018) - MAN MONTHS |
|---|--|---|----------------------|--|
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I, the undersigned, certify that to the best of my knowledge and belief, my curriculum vitae and the-above mentioned data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

[Name and Signature of Key Personnel]

Day/Month/Year

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

Serial No. of Commission _____
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 ____.

Supporting Consultant's List of Similar/Relevant Projects Performed/ Services Rendered:

| Experience in formulation of the bidding procedures and/or terms of reference related to Human Resources/Organizational Development activities | | | | |
|--|---|---|----------------------|--|
| Name and Nature of Project/ Services Rendered | a. Client's Name b. Address c. Telephone Nos. | Brief Description of Project/ Services Rendered | Key Personnel's Role | Specific Duration of Project/ Services (e.g. Jan to May 2018) - MAN MONTHS |
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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, my curriculum vitae and the-above mentioned data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

[Name and Signature of Key Personnel]

Day/Month/Year

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

Serial No. of Commission _____

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 ____.

OD Analyst’s List of Similar/Relevant Projects Performed/ Services Rendered:

| Experience in formulation of the bidding procedures and/or terms of reference related to Human Resources/Organizational Development activities | | | | |
|--|---|---|----------------------|--|
| Name and Nature of Project/ Services Rendered | a. Client’s Name b. Address c. Telephone Nos. | Brief Description of Project/ Services Rendered | Key Personnel’s Role | Specific Duration of Project/ Services (e.g. Jan to May 2018) - MAN MONTHS |
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Certification:

I, the undersigned, certify that to the best of my knowledge and belief, my curriculum vitae and the-above mentioned data correctly describe me, my qualifications, and my experience.

Commitment:

I also commit to work for the Project in accordance with the time schedule as indicated in the contract once the firm is awarded the Project.

[Name and Signature of Key Personnel]

Day/Month/Year

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

Serial No. of Commission _____

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 _____.