



**LBP LEASING AND FINANCE CORPORATION**  
(A LANDBANK Subsidiary)

15<sup>th</sup> Floor SycipLaw Centre Bldg, #105 Paseo de Roxas St. 1226 Makati City  
Telephone Number 8818-2200/ Fax Number 819-6176

**INVITATION TO QUOTE FOR PROCUREMENT OF TWO (2) UNITS OF UNINTERRUPTIBLE POWER SUPPLY (UPS)**  
(LLFC-CAP-25-030)

**REQUEST FOR QUOTATION (Small Value Procurement)**

LBP Leasing and Finance Corporation (LLFC) through its Bids and Awards Committee (BAC) will undertake a Small Value Procurement in accordance with Section 34 of the Implementing Rules and Regulations of the Republic Act No. 12009

Name of the Project	<b>Procurement of Two (2) Units of Uninterruptible Power Supply (UPS) (LLFC-CAP-25-030)</b>
Approved Budget of the Contract (ABC)	<b>One Million Eight Hundred Thousand Pesos and 00/100 (PHP 1,800,000.00)</b>
<b><u>BACKGROUND</u></b>	
LBP Leasing and Finance Corporation (LLFC) has been using two (2) UPS units to ensure business continuity particularly in cases of power disruptions and unforeseen disasters. The two (2) UPS units have reached the end of their service life and both are now due for replacement as they could no longer be capable of delivering optimal performance or ensuring reliable power protection for LLFC's ITC equipment and devices.	
<b><u>OBJECTIVES OF THE PROCUREMENT</u></b>	
The Objective of this procurement is to ensure that the business continuity of LLFC will be not be interrupted by replacing the two (2) units of UPS.	
<b><u>SCOPE OF WORK</u></b>	
Supply, Delivery, Commissioning, Positioning, Installation, and Startup of Two (2) Units of Uninterruptible Power Supply	
Site: 15th Floor, SYCIP Law Center, 105 Paseo de Roxas, Legazpi Village, Makati City	
Target runtime: at least 19 minutes run time at 50% load	
Quantity: Two (2) Units	
Delivery Period: Sixty (60) days	
<b>UPS TECHNICAL SPECIFICATION</b>	
Input voltage range (V)	176 to 288 VAC (100 to 176VAC with power derating)
Nominal input frequency (Hz)	40-70
Power Rating (V)	10,000 VA/10,000 W
Power Factor	Unity Power Factor (PF=1.0)
Nominal output voltage (V)	200/208/220/230/240 VAC
Nominal output frequency (Hz)	50/60
Output connections	Programmable C19 output receptacle, C19 output receptacle (x3), Programmable C13 Output receptacle
Main mode overload	≤ 105% continuous ; 105 to 125% for 5 minutes; 125 to 150% for 60 seconds; > 150% minimum 200 ms
AC-AC Efficiency	Up to 95%
Activ Eco mode efficiency	Up to 99%

Bypass Protection Limits Upper-limit Selections	+ 10%, + 15%, + 20%; default + 10%.
Bypass Protection Limits Lower-limit Selections	- 10%, - 15%, - 20%; default - 15%
Eco Mode Parameter Voltage Range	± 5%, ± 10% (default), ± 15%
Eco Mode Parameter Frequency Range	± 1Hz, ± 2Hz, ± 3Hz (default)
Dimensions (W x D x H) mm	430 X 630 X 217
Acoustic level (dBA)	Must not exceed 55
Operational Temperature in (°C)	Full power up to 40 °C (up to 50 °C with derating)
Battery Type	Valve-regulated, non-spillable, lead acid
Run Indicator:	Green Color, UPS output on, inverter is starting, UPS has no output
Alarm Indicator	Yellow Color, Alarm occurs Red Color, Fault occurs No color, No alarm, no fault
INCLUSIONS	<ul style="list-style-type: none"> <li>• External Battery Cabinet</li> <li>• Parallel cable 3m long, 2 pcs required for 1+1</li> </ul>
<ul style="list-style-type: none"> <li>• Must be capable of parallel or redundant operation</li> <li>• Must have Intelligent battery health management</li> <li>• Must have a Rack/Tower design</li> <li>• Must be Energy Star 2.0 certified</li> <li>• Must be capable of hot-swappable battery modules</li> <li>• Must have a gravity-sensing graphical color display</li> <li>• Must have auto-detection of external battery cabinets (EBC)</li> <li>• Must have a Removable junction box with cable entry for hard-wire I/O</li> <li>• IEC 62040-1: 2008 (First Edition) + Am 1:2013, EN 62040-1:2008+A1:2013</li> <li>• IEC/EN EN61000-4-2, Level 4, Criteria B</li> <li>• IEC/EN EN61000-4-3, Level 3, Criteria A</li> <li>• IEC/EN EN61000-4-4, Level 4, Criteria B</li> <li>• IEC/EN EN61000-4-5, Level 4, Criteria A; ANSI C62.41 Category B</li> <li>• ISTA Procedure 1E</li> </ul>	
Electrical System	<ul style="list-style-type: none"> <li>• Molded Case Circuit Breaker (MCCB) 60AT, 230VAC, 1Phase, 60Hz</li> <li>• Electrical System Materials and Consumables (total maximum length of 60 linear meters from tapping point to UPS to LDP to loads)</li> <li>• Retracing, relocation and retermination works for the existing load distribution panel board of workstations</li> <li>• Decommissioning, dismantling and relocation of existing UPS to a staging area</li> <li>• Cleaning of the location after work</li> <li>• Provide documentation/As-built drawing</li> </ul>
<b>WARRANTY</b>	
<p>After completion of the project, the Supplier must provide the following deliverables:</p> <p>a. <b>Certificate of Three (3) Years Warranty Against Defects and Workmanship for New UPS:</b> The Supplier will provide a warranty for Three (3) Years covering any factory defects and workmanship issues. Including parts, labor, and NBD on-site support. This warranty will start from the date of final acceptance by the LBP Leasing and Finance Corporation.</p> <p>b. <b>Service Level Agreement:</b> Should provide a Service Level Agreement stating that it has 24x7 technical support capabilities.</p> <ul style="list-style-type: none"> <li>• 24x7 technical support</li> <li>• Technical response time must be one (1) hour through telephone, email or mobile support.</li> </ul>	

- Four (4) hours on-site response time
- Provide detailed escalation procedure; should identify the person responsible for restoring the service due to outages and provide his contact details (i.e. contact person, position, contact numbers, and email address)

**c. Training:** Provide one-day training regarding the basic operation and troubleshooting of the installed equipment.

#### SUPPLIER'S QUALIFICATIONS

1. The Supplier must be a Tier 1 partner or any equivalent highest-level partnership with the manufacturer of the proposed Equipment. This ensures capability, technical expertise, and accessibility to spare parts and required software. A Certificate from the Manufacturer confirming the partnership level must be submitted with the proposal.
  - The Supplier must have the following qualified personnel for the project implementation and maintenance.
  - At least One (1) Registered Electrical Engineer, present during the project implementation.
  - At least One (1) Authorized Safety Officer, who has completed a DOLE-accredited safety training course to ensure safe implementation.
  - At least One (1) Certified Data Center Professional (CDCP), with at least three (3) years of experience in data center projects and services.
  - At least One (1) NCII Certified Personnel, present during preventive maintenance visits.
  - Training certificates, professional licenses, and certificates of employment must be submitted along with the bid proposal.
2. The Supplier must submit a Brochure or Product Data Sheet or other related documents containing the minimum requirements for the Equipment offered.
3. The Supplier must be able to provide local 3-tier support for the Proposed Equipment to be supplied. The Supplier is the first level of support, the distributor as the second level of support and the principal as the third level of support. Certificate stating the Contact Person, Numbers, and Email must be submitted.
4. The Brand of the offered equipment shall be available in the Philippine Market for more than ten (10) years and must have a local representative office in the Philippines. Copy of the certificate from the manufacturer must be provided.
5. Manufacturer of the Equipment must have a locally based customer support center in the Philippines with a local hotline number to ensure the quality of support and same time zone. Service representatives must speak the local language. Certification from the Manufacturer must be provided as proof of documents in this requirement.
6. The Supplier must be at least 10 years in the industry to ensure expertise in the field. Certifications proving the age of the company must be submitted proof.
7. The Supplier must conduct a site survey to fully grasp the requirements, area, and location of the equipment to acquire certification proof of conducting ocular from end-user.

1. Please accomplish the following:

- a.) Price Quotation Form (Annex "A") together with the supplier's official proposal/quotation
- b.) Statement of Compliance under Schedule of Requirements and Technical Specifications (Annex "B")
- c.) Original and notarized Omnibus Sworn Statement (Annex "C")
- d.) Notarized Secretary's Certificate for proof of authorization

Submit in a sealed envelope to LBP Leasing and Finance Corporation office located at 15<sup>th</sup> Floor, SyCip Law Centre Bldg, #105 Paseo de Roxas St., Makati City **on or before October 28, 2025 01:00PM** together with the **Certified True Copies** of the following **Eligibility documents**:

- a.) Valid and current year Mayor's Permit
- b.) Valid and current PhilGEPS Registration Number
- c.) DTI/SEC Registration (for Partnership/Corporation)
- d.) Latest Tax Clearance per E.O. 398, series of 2005
- e.) BIR Certificate of Registration (Form 2303)

- f.) Latest Income/Business Tax Return for two quarters
2. All quotations must include all applicable taxes and shall be valid for a period of thirty (30) calendar days from the deadline of submission of quotations. Quotations received in excess of the approved budget shall be automatically rejected.
  3. Liquidated damages equivalent to one tenth (1/10) of the one percent (1%) of the value of Purchase Order not completed within the prescribed completion period shall be imposed per day to day of delay. LLFC may rescind the agreement once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of purchase order, without prejudice to other courses of action and remedies open to it.
  4. The project shall be awarded to the proponent determined to have submitted the complete and lowest quotation including compliance with the Schedule of Requirements and Eligibility documents.
  5. The prospective bidder shall be a Filipino citizen/sole proprietorship/partnership/Corporation duly organized under the laws of the Philippines.
  6. LLFC reserves the right to reject any or all quotations at any time prior to award of the project without thereby incurring any liability to the affected proponents and to waive any minor defects therein to accept the quotation as may be considered more advantageous to the Government.
  7. Payment shall be within thirty (30) calendar days from date of acceptance. The procurement of LLFC is subject to a final VAT withholding of five percent (5%) in addition to the applicable withholding tax.

For further information, please visit LBP Leasing and Finance Corporation office or contact the BAC Secretariat Mr. Jose Emmanuel I. Guerrero at telephone number 8818-2200 loc. 231 or send e-mail to [procurement@lbpleasing.com](mailto:procurement@lbpleasing.com)

Date of issue: 21 October 2025

*(Sgd.)*

**ATTY. ED VINCENT A. ALBANO III**

VICE CHAIRPERSON

**BIDS AND AWARDS COMMITTEE**

**Price Quotation Form**

Date:

**MS. RIZA M. HERNANDEZ**

Chairperson, Bids and Awards Committee  
LBP Leasing and Finance Corporation (LLFC)  
15<sup>th</sup> Flr., Sycip Law Center, #105 Paseo de Roxas St.,  
Makati City

Dear **Ms. Hernandez:**

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ), hereunder is our quotation/s for the item/s as follows:

Description/ Specifications:	Qty.	Unit Price (P)	Total Price (P)
(In details)			
Amount in Words: _____ _____			
Warranty			

The above-quoted prices are inclusive of all costs and applicable taxes. Delivery **to LBP Leasing and Finance Corporation** shall be within sixty (60) calendar days upon receipt of Purchase Order (P.O.) and Notice to Proceed.

Very truly yours,

\_\_\_\_\_  
Printed Name over Signature of Authorized Representative\_\_\_\_\_  
Name of Company\_\_\_\_\_  
Contact No./s**\*Please submit all the required eligibility documents together with the Annexes "A, B and C"**

## Schedule of Requirements and Eligibility Requirements

Bidders must state “**Comply**” in the column “Statement of Compliance” against each of the individual parameters.

Requirements		Statement of Compliance
DESCRIPTIONS		
Supply, Delivery, Commissioning, Positioning, Installation, and Startup of Two (2) Units of Uninterruptible Power Supply		
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AC-AC Efficiency	Up to 95%	
Activ Eco mode efficiency	Up to 99%	
Bypass Protection Limits Upper-limit Selections	+ 10%, + 15%, + 20%; default + 10%.	
Bypass Protection Limits Lower-limit Selections	- 10%, - 15%, - 20%; default - 15%	
Eco Mode Parameter Voltage Range	± 5%, ± 10% (default), ± 15%	
Eco Mode Parameter Frequency Range	± 1Hz, ± 2Hz, ± 3Hz (default)	
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	<ul style="list-style-type: none"> <li>distribution panel board of workstations</li> <li>Decommissioning, dismantling and relocation of existing UPS to a staging area</li> <li>Cleaning of the location after work</li> <li>Provide documentation/As-built drawing</li> </ul>	
<b>WARRANTY</b>		
After completion of the project, the Supplier must provide the following deliverables:		
a. <b>Certificate of Three (3) Years Warranty Against Defects and Workmanship for New UPS:</b> The Supplier will provide a warranty for Three (3) Years covering any factory defects and workmanship issues. Including parts, labor, and NBD on-site support. This warranty will start from the date of final acceptance by the LBP Leasing and Finance Corporation.		
After completion of the project, the Supplier must provide the following deliverables:		
b. <b>Service Level Agreement:</b> Should provide a Service Level Agreement stating that it has 24x7 technical support capabilities. <ul style="list-style-type: none"> <li>24x7 technical support</li> <li>Technical response time must be one (1) hour through telephone, email or mobile support.</li> <li>Four (4) hours on-site response time</li> <li>Provide detailed escalation procedure; should identify the person responsible for restoring the service due to outages and provide his contact details (i.e. contact person, position, contact numbers, and email address)</li> </ul>		
After completion of the project, the Supplier must provide the following deliverables:		
c. <b>Training:</b> Provide one-day training regarding the basic operation and troubleshooting of the installed equipment.		
<b>SUPPLIER'S QUALIFICATIONS</b>		
1. The Supplier must be a Tier 1 partner or any equivalent highest-level partnership with the manufacturer of the proposed Equipment. This ensures capability, technical expertise, and accessibility to spare parts and required software. A Certificate from the Manufacturer confirming the partnership level must be submitted with the proposal. <ul style="list-style-type: none"> <li>The Supplier must have the following qualified personnel for the project implementation and maintenance.</li> <li>At least One (1) Registered Electrical Engineer, present during the project implementation.</li> <li>At least One (1) Authorized Safety Officer, who has completed a DOLE-accredited safety training course to ensure safe implementation.</li> <li>At least One (1) Certified Data Center Professional (CDCP), with at least three (3) years of experience in data center projects and services.</li> <li>At least One (1) NCII Certified Personnel, present during preventive maintenance visits.</li> <li>Training certificates, professional licenses, and certificates of employment must be submitted along with the bid proposal.</li> </ul>		
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<b>Eligibility Requirements (Certified True Copies only) :</b>		
1. Valid and Current Year Mayor's Permit or proof of application		
2. Valid and Current PhilGEPS Registration Number		
3. DTI / SEC Registration (for Partnership / Corporations)		
4. Latest Tax Clearance per E.O. 398, series of 2005		
5. BIR Certificate of Registration (Form 2303)		
6. Latest Income/Business Tax Return for two quarters		
7. Notarized Omnibus Sworn Statement (Annex C)		
8. Notarized Secretary's Certificate for proof of authorization		

**I hereby certify to comply and deliver all the above Schedule of Requirements.**

\_\_\_\_\_  
**Name of Company  
/Bidder**

\_\_\_\_\_  
**Signature over Printed Name of  
Authorized Representative**

\_\_\_\_\_  
**Date**

## Omnibus Sworn Statement

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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;
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 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 [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.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of \_\_\_, 20\_\_\_ at \_\_\_\_\_, Philippines.

\_\_\_\_\_  
Bidder's Representative/Authorized Signatory

**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]*

Doc. No. \_\_\_\_\_

Page No. \_\_\_\_\_

Book No. \_\_\_\_\_

Series of \_\_\_\_\_

\* This form will not apply for WB funded projects.