

COMPANY PROFILE TEMPLATE (PHILGEPS-BASED)

I. Company Information

Company Name: _____

Address: _____

Email: _____

Contact Number: _____

PhilGEPS Registration No.: _____

II. Company Overview

Provide a brief company description.

III. Vision, Mission, Core Values

Vision: _____

Mission: _____

Values: _____

IV. Organizational Structure

Attach organization chart.

V. Key Personnel

List core personnel relevant to the project:

Name	Position	Qualification	Experience

VI. Products & Services Offered

List goods and services provided.

VII. Government Clients

List previous agencies served:

Client	Project/Service

VIII. Completed Projects

Major projects completed:

Project	Client	Amount	Year

IX. Company Assets / Facilities

Provide facilities and assets:

Asset	Type	Capacity	Remarks

X. Legal & Eligibility Documents

Include copies of:

- SEC/DTI/CDA Registration
- Mayor's Permit
- Tax Clearance
- Audited FS
- Other required documents

XI. Market & Trade References

Provide verification references:

Name	Company	Contact No.	Email