

## 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