

DOMESTIC BIDDERS CERTIFICATE OF PREFERENCE

(DTI Department Administrative Order 22-15)

March 2023

For New Applications:

- ✓ Application Form and its annexes A, B, and C
- ✓ Copy of whichever document is applicable:
 - DTI business name registration (for sole proprietorship)
 - SEC certificate of registration (for partnership or corporation)
 - CDA registration certificate (for cooperative)
- ✓ Copy of Mayor's Permit/Business Permit
- ✓ Copy of FDA registration or PS License (if applicable)
- ✓ Brochure of the goods sought to be certified, indicating the brand and model/brand and generic (or any term applicable)
- ✓ Notarized Sworn Statement

For Renewal Applications:

- ✓ Application Form and its annexes A, B, and C
- ✓ Copy of Mayor's Permit

Additional Documents (if there are changes from the previous application):

- ✓ Copy of whichever document is applicable:
 - DTI business name registration (for sole proprietorship)
 - SEC certificate of registration (for partnership or corporation)
 - CDA registration certificate (for cooperative)
- ✓ Copy of FDA registration or PS License (if applicable)
- ✓ Recent photos and brochures of the goods applied for renewal

For more information, kindly contact us via the details below:

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www.dti.gov.ph/DomesticBidders