



Document Code		
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### REQUEST FOR QUOTATION (RFQ)

MODE OF PROCUREMENT:	NEGOTIATED PROCUREMENT - SMALL VALUE PROCUREMENT	RFQ No.	2019- 04-103
Name of Procuring Entity:	DILG R1	Date:	4-26-19
Office/End User:	LGMED		
Company Name:			
Address:			

\*PhilGEPS Registration No.:

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

**TERMS AND CONDITIONS:**

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| <p>1. Bidders shall provide correct and accurate information required in this form.</p> <p>2. Bidders may quote for any or all terms.</p> <p>3. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.</p> <p>4. Price quotation(s) to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.</p> <p>5. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.</p> <p>6. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.</p> | <p>7. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).</p> <p>8. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.</p> <p>9. Liquidated damages equivalent to one-tenth of one percent (0.001) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the amount of the contract, without prejudice to other courses of action and remedies open to it.</p> <p>10. Bidders shall submit their quotation together with all the required documents on or before <b>5/2/19; 9AM</b> to the BAC Secretariat. The BAC shall not accept quotations received after the deadline.</p> |
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APPROVED BUDGET FOR THE CONTRACT (ABC):  
PHP 132,200.00

**PEDRO D. GONZALES**  
BAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT
<b>Supplies</b>					
1	Stamping pad (official release)	10	pcs		
2	Bond Paper (A4)	50	reams		
3	2TB hard drive	1	pc		
4	netbook	1	pc		
5	1 lazer printer (3 in 1, print, scan, copy) color	1	pc		
6	SGLG folder	150	pcs		
7	notebook	50	pcs		
8	sign pen (blue)	25	pcs		
9	sign pen (black)	25	pcs		
10	expanding envelope	50	pcs		
11	epson ink (CMYK) T664	5	sets		
12	pencil	5	boxes		
13	A4 parchment paper (biege)	500	pcs		
14	<b>16GB USB</b>	10	pcs		
	brother ink 6500 (CMYK)	7	sets		
	epson ink L565 (CMYK)	7	sets		
<p><b>REQUIREMENTS:</b></p> <p>1. For procurement projects with Meals and Snacks:</p> <ul style="list-style-type: none"> <li>• Menu</li> </ul> <p>2. For procurement projects with ABC &gt; P50,000.00:</p> <p><i>*In order to be eligible for this procurement, suppliers/ service providers must submit the following eligibility requirements:</i></p> <ol style="list-style-type: none"> <li>Valid Business/ Mayor's Permit</li> <li>Latest Income/Business Tax Return</li> <li>PhilGEPS Certificate</li> <li>Omnibus Sworn Statement</li> </ol> <p><b>Purpose/Title of the Activity: SGLG CY 2019 Implementation</b></p> <p><b>Date of the Activity: May 2019</b></p>					

Warranty

Price Validity

After having carefully read and accepted your General Conditions, I/We quote on the item(s) at prices noted above.

Printed Name/Signature/Date

Tel. No./Cellphone No.