



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 Regional Office I
REQUEST FOR QUOTATION (RFQ)

Document Code		
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MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT	RFQ No.:	2023-09- 228
Name of Procuring Entity: DILG REGION 1	Date:	SEPTEMBER 18, 2023
Office/End User: FAD		
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:

- Bidders shall provide correct and accurate information required in this form.
- Bidders may quote for any or all items.
- Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
- Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
- Award Contract shall be made to the lowest quotation (for goods) or the highest rated offer (for
6. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
7. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
8. Liquidated damages equivalent to one-tenth of one percent (0.1%) 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 cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.

APPROVED BUDGET FOR THE CONTRACT (ABC):

PHP 655,550.00

PEDRO D. GONZALES
BAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	APPROVED BUDGET FOR THE CONTRACT (ABC)		STATEMENT OF COMPLIANCE	PRICE OFFER FROM SUPPLIER/SERVICE PROVIDER	
				ABC PER ITEM	TOTAL ABC		OFFER PER ITEM	TOTAL OFFER
	Fold in Half Table (6 ft, Approx: 72.2 in. L x 30 in. W x 29 in. H) High-density polyethylene table top	10	unit	5,000.00	50,000.00			
	Executive Table with locking center drawer, 4 drawer and 1 cabinet on sides-W68cmxL120cmx75cm H)	10	pcs	6,500.00	65,000.00			
	Narrow Office Desks with locking central drawer ,3 sidedrawers -50cmx100cmx75cm H)	10	unit	4,250.00	42,500.00			
	Executive Highback Chair with armrest, adjustable gaslift with tilting mechanism, soft-thread black leather upholstery, and chrome finish starbase with castor wheels, 360 degrees swivel function; pneumatic height adjustment; • Weight capacity: 100kg minimum	12	unit	7,500.00	90,000.00			
	Ergonomic Office Chair, 65 sets Specifications: • Material: High density new Foam covered with polyester fabric • Design: High back design and with armrests • Functions: 360 degrees swivel function; tilt-lock function; pneumatic height adjustment • Weight capacity: 100kg minimum	22	pcs	5,000.00	110,000.00			
	Visitor's chair: Executive Visitors Chair with armrest, adjustable gaslift with tilting mechanism, soft-thread leather black upholstery, and sled-type base	20	unit	4,500.00	90,000.00			
	Sofa Set: Foam: • Set Includes: 3-Seater: 70"L x 31"W x 30"H 2-Seater: 50"L x 31"W x 30"H	1	set	24,000.00	24,000.00			
	Sofa Set w/Center Table Dimension: 3-Seater: L 61" x W 28.5" x H 31.5" 2units of 1-Seater: L 31" x W 28.5" x H 31.5" Colors: Brown-Beige combination	1	set	26,000.00	26,000.00			
	5-layers Adjustable Metal Rack (heavyduty, metal powder coated shelf) Dimension: W914 x D457 x H1830 mm- Black	12	set	4,800.00	57,600.00			
	Venetian Duo Roller Blinds (zebra blinds)							
	> 1.2 Width x1.4m Height	10	unit	2,600.00	26,000.00			
	> 3.0m W x 1.4m H	3	unit	5,000.00	15,000.00			
	> 1.70m W x 1.4m H	1	unit	4,450.00	4,450.00			
	23.8x15x46.7" Wood Acrylic Church Podium Pulpit Debate Lectern Plexiglass Lucite	2	unit	27,500.00	55,000.00			
								GRAND TOTAL PER LOT
<p>Bidders shall submit their quotation together with all the required documents on or before _____ to the BAC Secretariat, The BAC shall not accept the quotations received after the deadline.</p> <p>* Please submit your Quotation for the WHOLE LOT.</p> <p>REQUIRED DOCUMENTS:</p> <p>Submission of Bid/ Offer</p> <ol style="list-style-type: none"> Valid Business/ Mayor's Permit Latest Income/Business Tax Return/ Tax Clearance Menu (for procurement with meals and snacks) PhilGEPS Registration Number <p>Prior to Issuance of Notice of Award (NOA)</p> <ol style="list-style-type: none"> Omnibus Sworn Statement Special Power of Attorney (if Authorized Representative)/ Secretary's Certificate <p>* Non-submission of the above-stated requirements shall automatically</p> <p>Purpose/Title of the Activity: Procurement of DILG R1 Office Furnitures and Fixtures</p>								

Warranty	Price Validity
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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.