



REQUEST FOR QUOTATION
SMALL VALUE PROCUREMENT
(SECTION 53.9)

Date : November 10, 2020
PR No. : GF-20-02-2C-QCPLC

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF VARIOUS BOOKS**
Approved budget of
the Contract : **Php 699,609.00**
End-User /
Implementing Office : **QUEZON CITY PUBLIC LIBRARY**

Please quote your best offer for the item/s described below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative not later than November 13, 2020, 10:00 AM Philippine Standard Time, together with the following documents of your company:

- 1 PhilGEPS certificate (not expired on the time of opening of quotations);
- 2 Business Registration (DTI/SEC)
- 3 Mayor's/Business Permit (2020);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by **QC BAC – Goods and Services**
- 6 Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above)
- 7 If applicable, the JVA in case the joint venture is already in existence, or duly notarized statements from all the potential joint venture partners stating that they will enter into and abide by the provisions of the JVA in the instance that the bid is successful.

in a **SEALED LONG BROWN ENVELOPE** shall:

- 1 Contain the Project Name and PR Number of the contract to be bid in capital letters;
- 2 Bear the name and address of the Bidder in capital letters;
- 3 Be addressed to the Procuring Entity's BAC.

Project Title : PROCUREMENT OF VARIOUS BOOKS

**Quezon City Local Government
BIDS AND AWARDS COMMITTEE
2/F Procurement Department, Finance Building
Quezon City Hall Compound**

For any clarification you may contact us at 89884242 loc. 8506/8709.

ATTY. DOMINIC B. GARCIA
Officer-in-Charge / Head, BAC Secretariat

TERMS AND CONDITIONS

- 1. Bidders shall **provide correct and accurate** information required in this form in black ink only.
- 2. Price quotation/s must be valid for a period of thirty (30) calendar days from the date of submission.
- 3. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.
- 4. Quotation **exceeding** the Approved Budget for the Contract (ABC) shall be **rejected**.
- 5. 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.
- 6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- 7. The City General Services Department (CGSD) shall have the right to inspect the goods.
- 8. Non-submission of eligibility documents shall mean disqualification of Quotation.
- 9. Liquidated damages equivalent to one tenth (1/10) of one percent (1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. CGSD shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
- 10. Failure to follow these instructions will disqualify your entire quotation.

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s as follows:

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
	PR NO. GF-20-02-00380				
1	Dumaan si Butiki / Gigi Constantino / 978-971-508-556-4 / Board Book/ 6.5 by 6.5 inches	copy	19		
2	Bahay Kubo /Pergylene Acuña / 978-971-508-409-3 / Board Book / 5 by 5 inches	copy	19		
3	Ako si Kaliwa, Ako si Kanan / Russel Molina / 978-971-508-766-7 / Soft Bound / 7 by 9 inches	copy	19		
4	Lola Puti / Russel Molina / 978-971-508-308-9 / Soft Bound / 7 by 9 inches	copy	19		
5	Mahabang-mahabang-mahaba / Genaro R. Gojo-Cruz / 978-971-508-353-9/ Soft Bound / 7 by 9 inches	copy	19		
6	The Little Girl in a Box / Felinda V. Bagas / 978-971-508-463-5 / Soft Bound / 7 by 9 inches	copy	18		
7	Si Lola Apura at si Lolo Un Momento / I.S.A. Lopez / 978-971-508-586-1 / Soft Bound / 7 by 9 inches	copy	19		
8	Si Dindo Pundido / Jomike Tejido / 978-971-508-144-3 / Soft Bound / 7 by 9 inches	copy	19		
9	Hating Kapatid / Raissa Rivera Falgui / 978-971-508-449-9 / Soft Bound / 7 by 9 inches	copy	18		
10	Ano'ng Gupit Natin Ngayon? / Russel Molina / 978-971-508-423-9 / Soft Bound / 7 by 9 inches	copy	18		
11	Mister Beetle's Special Guitar / Robert Magnuson / 978-971-508-567-0 / Soft Bound / 7 by 9 inches	copy	19		
12	I don't Like to Eat / Excel Dyquianco / 978-971-508-252-2 / Soft Bound / 7 by 9 inches	copy	19		
13	Ang Hukuman ni Sinukan / Virgilio S. Almario / 978-971-508-264-8 / Soft Bound / 7 by 9 inches	copy	19		
14	Noong Unang Panahon / Rafaelita S. Valera / 978-971-508-267-9 / Soft Bound / 7 by 9 inches	copy	19		
15	EDSA / Russel Molina / 978-971-508-452-9 / Soft Bound / 7 by 9 inches	copy	19		
16	Ang Lakambini at Ako / Becky Bravo / 978-971-508-607-3 / Soft Bound / 8.5 by 11 inches	copy	19		
17	Ang Maraming Ngalan ni Emilio / Weng D. Cabiles / 978-971-508-615-3 / Soft Bound / 8.5 by 11 inches	copy	19		
18	A Boy Named Ibrahim / Sitti Aminah Sarte / 978-971-508-483-3 / Soft Bound / 7 by 9 inches	copy	19		
19	Nemo, ang Batang Papel / Rene O. Villanueva / 978-971-508-710-0/ Soft Bound / 7 by 9 inches	copy	19		
20	Mga Mata ni Migoy / Jesl Xena Rae Cruz / 978-971-508-725-4 / Soft Bound / 7 by 9 inches	copy	18		

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ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
21	Salusalo para kay Kuya / Ergoe Tinio / 978-971-508-563-2 / Soft Bound / 7 by 9 inches	copy	19		
22	Apolakus! / Alice Mallari / 978-971-508-314-0 / Soft Bound / 7 by 9 inches	copy	19		
23	Maia's Birthday Party / Yvette Fernandez / 978-971-508-424-6 / Soft Bound / 7 by 9 inches	copy	19		
24	Nawawala si Muningning / Michael M. Coroza / 978-971-508-580-9 / Soft Bound / 7 by 9 inches	copy	19		
25	Papa's House, Mama's House / Jeane Lee C. Patindol / 978-971-508-234-1 / Soft Bound / 7 by 9 inches	copy	19		
26	Sandosenang Kuya / Russel Molina / 978-971-508-183-2 / Soft Bound / 7 by 9 inches	copy	19		
27	Can We Live on Mars?: a Book About Space / Gidget Rocoles-Jimenez / 978-971-508-337-9 / Soft Bound / 7.25 by 10.25 inches	copy	19		
28	Can We Drink the Ocean?:a Book About Water / Gidget Rocoles-Jimenez / 978-971-508-306-5 / Soft Bound / 7.25 by 10.25 inches	copy	19		
29	Can We Live Without Trees?: a Book about trees / May Tobias-Papa/ 978-971-508-484-0 / Soft Bound / 7.25 by 10.25 inches	copy	19		
30	Tight Times / Jeanette C. Patindol / 978-971-508-307-2 / Soft Bound / 7 by 9 inches	copy	18		
31	What Kids Should Know About Filipino Foods / Felice Prudente Sta. Maria / 978-971-508-609-7 / Soft Bound / 7.25 by 10.25 inches	copy	19		
32	What Kids Should Know about Andres and the Katipunan / Weng Cahiles / 978-971-508-468-0 / Soft Bound / 7.25 by 10.25 inches	copy	19		
33	What Kids Should Know About Filipino Architecture / Edson G. Cabalfin / 978-971-508-551-9 / Soft Bound / 7.25 by 10.25 inches	copy	19		
34	Maylan and His Toy Top / Marcy Dans Lee / 978-971-508-455-0 / Soft Bound / 7 by 9 inches	copy	19		
35	Inside Daniel's Head / Joji Reynes-Santos, 2018 / 978-971-508-721-6 / Soft Bound / 6 by 9 inches	copy	19		
36	Pangkat Papaya / Xi Zuq / 978-971-508-574-1 / Soft Bound / 6 by 9 inches	copy	19		
37	Diksyonaryong Adarna / 978-971-508-523-6 / Soft Bound / 6 by 9 inches	copy	17		
38	Ang Taon ng Pusa / Jaume Copons, 2019 / 978-971-508-738-4 / Soft Bound / 6 by 9 Inches	copy	19		
39	Wala Kayo sa Paa Ko! / Maria Solar, 2019 / 978-971-508-741-4 / Soft Bound / 6 by 9 inches	copy	19		
40	Tingnan Mo, O! /Noelle Pabiton, 2019 / 978-971-508-740-7 / Board Book / 8.5 by 11 inches	copy	19		
41	Sirena ba yan? Candy Gourlay, 2018 / 978-971-508-743-8 / Soft Bound / 9.5 by 10.75 inches	copy	19		
42	Paano Kumain ng Gulay / Mabi David, 2018 / 978-971-508-742-1 / Soft Bound / 7 by 9 inches	copy	19		
	PR NO. GF-20-02-00382				
1	ENCYCLOPEDIA OF PHILIPPINE ARTS VOLUMES 1-12 Aeta Ibanag – Vol. 1, 560 pages Ifiallig-Monobo – Vol. 2, 568 pages Mansakay Yakan – Vol. 3, 564 pages Architecture – Vol. 4, 772 pages Visual Arts – Vol. 5, 796 pages Film – Vol. 6, 604 pages Music – Vol 7, 752 pages Dance – Vol. 8, 504 pages Theater – Vol. 9, 864 pages Broadcast Arts – Vol. 10, 676 pages Literature 1 – Vol. 11, 528 pages	set	7		

ITEM NO.	ITEM & DESCRIPTION	UNIT OF ISSUE	QTY.	UNIT PRICE	ITEM TOTAL
	Literature 2 – Vol. 12, 656 pages Size: 8-5/8 inches x 11-1/4 inches, HB, 2018 ISBN: 978-971-8546-70-3				
2	Tuklas Sining, ISBN: 971-8456-07-09, 1991	copy	7		
3	Handurawan (English / Filipino), 1987, HB, ISBN: 978-971-8546-04-9. 1987	copy	10		
4	Limbag Kamay: 400 years of Philippine Printmaking ISBN: 978-971-8546-04-9. 1993	copy	10		
5	Kalipunan ng Panitikan ng Rebolusyon 1896. 1993 ISBN: 978-971-8546-20-0	copy	10		
6	Philippine Abstract Painting. 1993 ISBN: 978-971-8546-22-7	copy	10		
7	Union Catalog on Phil. Theater vols. 1-2. 1990	copy	7		
8	Union Catalog on Phil. Literature vols. 1-2. 1996	copy	7		
9	Kamao vol.2 (kwento) 1987. ISBN: 978-971-8546-00-6	copy	10		
10	Kamao vol 3. (dula) 1987, ISBN: 978-971-8546-00-6	copy	10		
Total Quoted Amount					

Amount in Words: _____

OTHER INSTRUCTIONS/SPECIFICATIONS:	
1.	Copy of Certificate of Copyright Registration
2.	Copy of Authority to sell from the Publisher (if not the copyright owner)
3.	Copy of Certificate of Registration from the National Book Development Board

Delivery Period
 Warranty

:
 :

Thirty (30) Calendar Days

Signature over printed name

 Office Telephone No./Fax/Mobile No.

 Date

 E-mail Address
