



Republic of the Philippines
QUEZON CITY GOVERNMENT
BAC- Goods and Services
2nd Floor, Procurement Department,
Finance Building, Quezon City Hall Compound



REQUEST FOR QUOTATION
SHOPPING 52.1b

Date : **February 23, 2021**
PR No. : **GF-21-02-3C-QCTD**

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF FOOD AND DRINKS AND OTHERS**
Approved budget of the Contract : **P 307,600.00**
End-User / Implementing Office : **QUEZON CITY TOURISM DEPARTMENT**

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 February 26, 2021 10:00AM 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 (2021);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **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 FOOD AND DRINKS AND OTHERS**

**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.
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 initialed 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-21-02-00128				
1	Rental of complete set-up of LED wall and lights and sound systems; lights and sound system with MID HI speakers, sub speaker, monitor speaker, handled microphone. wireless microphone, condenser microphone, digital mixer, processor, mic stand, with lighting system, dmx control cables, including manpower to install and dismantle the same, complete generator set manpower to install and dismantle the same	lot	1		
	PR NO. GF-21-02-00129				
1	Packed meals: steamed rice, grilled liempo/ chicken, buttered vegetables, fresh fruits, iced tea/soda 350ml	pax	200		
2	Packed Snacks: grilled cheese burger, bottled water/softdrinks 350ml	pax	200		
	PR. GF-21-02-00130				
1	Packed Meals: steamed rice, beef meatloaf with gravy, bottled water/ iced tea 350ml	pax	50		
2	Pack Snacks: chicken sandwich, fries, soda/ iced tea 350ml	pack	40		
3	Tarpaulin: quality material, 1mm, size: 8ft x4 ft., waterproof, color-printed with QC and QC Tourism logo	piece	2		

	Total Quoted Amount				

Amount in Words: _____

OTHER INSTRUCTIONS/SPECIFICATIONS:	
1. Copy of Valid and Current Sanitary Permit issued by QC Health Department	
2. Statement of Compliance to Ordinance No. SP-2127, S-12 (Prohibiting the use of Plastic and Styrofoam...)	

Delivery Period : Seven (7) calendar days

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

