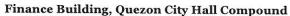


# **Republic of the Philippines** QUEZON CITY GOVERNMENT

**BAC-Goods and Services** 2nd Floor, Procurement Department,





March 00 2021

Date .

# REQUEST FOR QUOTATION SMALL VALUE PROCUREMENT (**SECTION 53.9**)

		Date.	Watch 03, 2021
		PR No.:	GF-21-01-00023D
Name of Company	:		
Address	:		
Contact No.			
Project Title	PROCUREMENT OF VARIOUS BOOKS		
Approved budget of the Contract	: Php 580,180.00		
End-User/	: OUEZON 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

March 12, 2021, 10:00 AM Philippine Standard Time, together with the following documents of your company:

- PhilGEPS certificate (not expired on the time of opening of quotations); Business Registration (DTI/SEC) 12
- Mayor's/Business Permit (2021); 3
- Tax Clearance; and 4
- 5 Omnibus Sworn Statement prescribed by QC BAC - Goods and Services
- Income/Business Tax Return (for FY 2019) (For ABC P500,000.00 above) 6
- 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:

- Contain the Project Name and PR Number of the contract to be bid in capital letters;
- Bear the name and address of the Bidder in capital letters;
- 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.
- 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.
- ${\bf 8.}\,\,\underline{\text{Non-submission of eligibility documents shall mean disqualification of Quotation}.$
- 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
1	1 ENCYCLOPEDIA OF PHILIPPINE ART		7		
	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				
	Literature 2 – Vol. 11, 526 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	сору	10		
3	Handurawan (English / Filipino), 1987, HB, ISBN: 978-971-8546-04-9. 1987	copy	10		
4	Limbag Kamay: 400 years of Philippine Print Making ISBN: 971-8546-04-9. 1993	сору	10		
5	ANI 28, Gender Issue, Copyright 2002	сору	10		
6	ANI 29, Professional Issue, Copyright 2002	сору	10		
7	ANI 38, Human Body, Copyright 2014	copy	10	S	
8	Filipina Dresses, Pattern for Filipina Dress,	copy	10		
	Copyright 1992, ISBN-971-8546-12				
9	ANI 31, Love Issue, Copyright 2005	copy	9		
10	ANI 27, Literature Poverty, Copyright 2000	copy	10		
	Total Quoted Amount				

Amount in Words:	

### Other Requirement/s:

- Copy of Authority to sell from the Publisher (if not the copyright owner)
- Copy of Certificate of Registration from the National Book Development Board

GF-21-01-00023D

Delivery Period Warranty	:	Thirty (30) Calendar Days
		Signature over printed name
		Office Telephone No./Fax/Mobile No.
		Date
		E-mail Address

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