



REQUEST FOR QUOTATION
SMALL VALUE PROCUREMENT
(SECTION 53.9)

Date : SEPTEMBER 14, 2021
PR No. : QCCCD-21-EMS-366

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF VARIOUS EDUCATIONAL MATERIALS**
Approved budget of the Contract : **P 186,371.40**
End-User /
Implementing Office : **QUEZON CITY CENTER FOR CHILDREN WITH DISABILITIES**

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 SEPTEMBER 17, 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 **QC BAC – Goods and Services**
- 6 Income/Business Tax Return (for FY 2020) (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 EDUCATIONAL MATERIALS

**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.

(Sgd.) 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 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
1	<p>PDMS-2: Peabody Developmental Motor Scales – Second Edition Complete Kit; Testing Time: 45-60 minutes Administration: Individual Test Kit Includes: Examiner’s Manual, 25 Profile/Summary Forms, 25 Examiner Record Booklets, Guide to Item Administration, Peabody Motor Activities Program, Black and White 38x26 Peabody Motor Development Chart, 25 Black and White 8.5x11 inches Peabody Motor Development Parent Charts, and PDMS-2 Manipulatives, all in sturdy storage box. The PDMS-2 is an early childhood motor development program that provides (in one package) both in-depth assessment and training or remediation of gross and fine motor skills. The assessment is composed of six subtests that measure interrelated motor abilities that develop early in life. It is designed to assess the motor skills of children from birth through 5 years of age.</p>	kit	1		
2	<p>Foam Ring Toss Game The set includes 6 lightweight foam rings that are super-quiet and easy to throw — plus a sturdy foam base with 5 colorful targets that won't tip over. Kids just toss at the targets — sharpening gross motor skills and eye/hand coordination as they play. Game base measures 18 inches x 18 inches.</p>	set	2		
3	<p>Play Tent Tunnel Play tent for kids’ room. Folds flat for storage. Comes with sturdy poles for fast and simple assembly. Made from durable, easy to clean, polyester. Lightweight and portable. Comes with a color matching carrying case for more convenient storage and transport. Set up in few minutes, no tools required for assembly.</p>	piece	1		
4	<p>Theraputty Exercise (1 set = 6 pieces) The 6-piece set featuring 1 (one) 2 oz. container of each, the Tan, Yellow, Red, Green, Blue and Black. Theraputty. With six resistance levels, options to make exercises more challenging include using a higher-level resistance putty, a larger quantity or increasing the number of repetitions. Each piece features different level of resistance. Tan - XX-Soft; Yellow - X-soft; Red – Soft; Green – Medium; Blue – Firm; Black - X-firm</p>	set	2		

5	Bubble Solution Bottle, Material: Plastic Size: 10.5 x 1 cm / 4.1 x 0.4 in Color: White Applicable Age: 5-14 years old	bottle	50		
6	Textured Balls 6 pieces per set Structure Multi Ball Set develop baby tactile senses toys, Baby touch hand ball toys baby training ball massage soft ball; Size: Diameter 7cm; Material: ABA, BPA free	set	20		
7	Boy Ragdolls Soft, hypoallergenic, at least 12 inches in height; Applicable age: 3-14 years filler cotton	piece	6		
8	Girl Ragdolls Soft, hypoallergenic, at least 12 inches in height; Applicable age: 3-14 years filler cotton	piece	6		
9	Wooden Peg Puzzles (Zoo Animals) Material: Wood; Color: Multi-colored Size Chart: Size L x W x H): Approx. 30 x 22.5 x 1.5cm / 11.81 x 8.86 x 0.59 inch	set	10		
10	Wooden Peg Puzzles (Farm Animals) Material: Wood; Color: Multi-colored Size Chart: Size L x W x H): Approx. 30 x 22.5 x 1.5cm / 11.81 x 8.86 x 0.59 inch	set	10		
11	Wooden Peg Puzzles (Fruits) Made of wooden material. It is safe, non-toxic, durable and long-lasting Board size: 12 x 8.75 inches Color: Multi-colored	set	10		
12	Wooden Peg Puzzles (Vegetables) Made of wooden material. It is safe, non-toxic, durable and long-lasting Board size: 12 x 8.75 inches Color: Multi-colored	set	10		
13	Therabrush Soft brush for sensory facilitation and integration activities, oval shape with an attached handle Size: 3.5 inches L x 2.25 inches W x 2.125 inches H Different colors	piece	100		
14	Coloring Books 8 ½ inches x 11 inches Assorted Characters, white pages	piece	75		
15	Wooden Tangram Non-toxic paints, high quality wood; Type: Wooden Puzzle Material: Wood Color: Multicolor Fit for: Kids over 3 years old Size:12x12cm	set	25		
16	Number Flashcards 30 flash cards, 11 x 15cm 1-20, 30 40 50 60 70 80 90 100 Material: Paper Simple layout, allowing kids to fully concentrate on numbers	set	25		
17	Alphabet Flashcards Alphabet Educational Flashcards Includes: Color and Shape, Animals, Transportation, Vegetable and Fruits, 28 pieces each set	set	25		
18	Shape Flashcards Colors and Shapes Flashcards Thin cardboard, 9 shapes flashcards 15 colors flashcards Dimension: 5.5cm x 4.25cm	set	25		

19	Big Building Blocks Plastic, 60-63 pieces per set Durable, Non-toxic.	set	30		
20	Small Building Blocks Plastic, Recommended Age: 3 to 4 years old Recognize color and shape Inspire children's imagination Improve children's hands and feet coordination ability Exercise children's creativity ability	set	30		
21	Lotion Unscented and for sensitive skin, 100ml Gentle, hypoallergenic, and pH-neutral formula Soothes dry skin from the first use Gently moisturizes skin for up to 24 hours Dermatologist and pediatrician-tested Fragrance-free especially developed for baby's delicate skin Suitable for newborns	bottle	60		
22	Rubber Balls Weight: 6g/pc Material: Rubber Color: Random color Not for baby under 3 years Size: 20mm in diameter Package includes 20 pieces multicolor high bouncing balls	piece	30		
23	Stress Balls Approximately 2.5 inches in diameter	piece	50		
24	Clay doh, Red Easy-open, recyclable package	can	25		
25	Clay doh, Blue Easy-open, recyclable package	can	25		
26	Clay doh, Green Easy-open, recyclable package	can	25		
27	Clay doh, Yellow Easy-open, recyclable package	can	25		
28	Shape Sorter Small, 18 Colorful blocks Shape-sorting lid and 5 different shapes Promotes hand eye coordination. Easy to grip blocks - Develop shape and color recognition - Foster problems - Solving skills. BPA free plastic, safe material for babies and toddlers.	set	100		
29	Play Money Updated bills, Toy Paper Bills Denomination: 1,000.00, 500.00, 200.00, 100.00, 50.00, 20.00 Sizes: Small – 1.9 x 4.9 inches Medium – 5.3 x 2.2 inches Large – 7 x 3 inches	set	30		
30	Popsicle Sticks 50 pieces sticks per bundle Material: Wood Color: 6-8 assorted colors Size: 10cm – 12cm long	bundle	10		
31	Big Popsicle Sticks Size: Approx.: L - 6 inches x W - 11/16 inch Decor, 50 pieces Sticks per bundle, can be used to make ice cream popsicles, Great for DIY art craft for kids or hobbyist Material: Wood Color: 6-8 assorted colors	bundle	10		
32	Popsicle Sticks 50 pieces sticks per bundle Material: Wood Color: Natural Raw Wood (Plain) Size: 10cm – 12cm long	bundle	10		

33	Big Popsicle Sticks Size: Approx.: L - 6 inches x W - 11/16 inch Decor, 50 pieces Sticks per bundle, can be used to make ice cream popsicles, Great for DIY art craft for kids or hobbyist Material: Wood Color: Natural Raw Wood (Plain)	bundle	10		
34	Pipe Cleaners Chenille Stems Assorted colors Material: Polyester yarn, iron wire, 300 pieces/pack, bendable and flexible Size: 60x300mm, Suitable for children 5 years and up	pack	2		
35	Arts and Crafts Kit <ul style="list-style-type: none"> ➤ Drawing Pad 30 leaves Double Loop Wire Available in: Vertical and Horizontal Packing: 1 pc per kit (Assorted Design) Size: 9x12 inches Inside Leaves: Book paper 100GSM ➤ Pencil Sharpens easily Non-Smudge eraser for clean removal of pencil marks High pure graphite as raw materials Non toxics High Strength not easily broken Premium quality pencil for writing, drawing & Sketching 3 pieces pencils per kit ➤ Crayons 8 colors, 8 pieces per box Non-Toxic Generic crayons art & crafts school supplies ➤ Water Color Color Pigment Types: Randomly sent Size: approx. 7cm x 16cm Case color: Assorted The solid watercolor paint is portable, the sturdy storage case is made of lightweight plastic ➤ Paste 3 pcs per kit ➤ CLAY easy-open, recyclable package ➤ Colored Paper Assorted Colors Good for Artworks 20 pieces per kit 	kit	200		
Total Quoted Amount:					

Amount in Words: _____

Delivery Period : Thirty (30) calendar days
 Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

E-mail Address