



Republic of the Philippines
QUEZON CITY GOVERNMENT
BIDS AND AWARDS COMMITTEE
2nd Floor, Procurement Department,
Finance Building, Quezon City Hall Compound



REQUEST FOR QUOTATION
Shopping 52.1b

Date: **OCTOBER 05, 2021**
PR No: **GF-21-09-00411**

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF ELECTRIC FAN AND OTHERS**
Approved Budget for the Contract : **Php 459,990.00**
End-User / Implementing Office : **CITY ADMINISTRATOR'S OFFICE**

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 **OCTOBER 08, 2021, 10:00 A.M.** 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;
- 5 Income/Business Tax Return (for FY 2020) (For ABCs above P500,000.00);
- 6 Omnibus Sworn Statement prescribed by the Government Procurement Policy Board (GPPB).
- 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 ELECTRIC FAN 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. 8505/8709.

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
1	Electric Fan - heavy duty, durable, 18" metal blade, 3 speed rotary switch, tilting head adjustment with oscillation easy height adjustment, round and stable plastic base, high performance motor with thermal fuse protection, 75 watts	Unit	12		
2	Microwave Oven - 25 liters with grill function; 900watts Dimensions: 513x400x307mm, 9 auto cooking menu, with grill rack and crispy tray, any color	Unit	1		
3	Refrigerator - 8cu.ft. inverter, top door refrigerator, no frost, 1 yr warranty on parts and services, 10 yrs warranty on compressor	Unit	1		
4	Television 65 inches Crystal UHD 4K TV, 4k ultra HD, Smart TV Smart TV, Bixby on TV, Tap view, Smarting's App Support, 3- sides Bezel less Design, slimdesign. Wireless LAN built-in WiFi HDMI (Sports), USB (Inport), Dimension: 1606x963x184mm Weight: 28.6kgs; 1 yr warranty on parts & services	Unit	1		

V N 1

5	Television 55 inches Crystal UHD 4K Tv, 4K Ultra HD, Smart TV, Airslim HDMI (3 pots), USB (3 pots) Dimension: 1386x843x158mm; Weight: 19.5 kg I yr warranty on pans and services	Unit	3		
6	GLASS BOARD- Tempered whiteboard Dimension: 4ft x 6 ft with stand	Pcs	4		
7	WHITEBOARD- 4FT(H) x 6FT (W), with stand, "Back to Back" with frame, with eraser tray	Pcs	3		
	**				
	Total Quoted Amount				

Amount in Words:_____

_____.

OTHER INSTRUCTIONS/SPECIFICATIONS:	
1. Statement of Warranty: Minimum of One (1) Year.	

Delivery Period : **Thirty (30) Calendar Days**

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

W