



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



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

Date: November 29, 2021  
PR No: QCGH-21-CF-603B

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : **PROCUREMENT OF TWO (2) WAY COMMUNICATION RADIO AND OTHERS**  
Approved Budget for the Contract : **Php 152,000.00**  
End-User / Implementing Office : **QUEZON CITY GENERAL HOSPITAL**

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 December 03, 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 ABC P500,000.00 above);
- 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 PORTABLE HANDWASHING STATION 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.

**(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 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	<b>Portable Handwashing Station</b> Aluminum sink 84 x 45 x 83 cm with faucet, piping and p-trap installed. Include cabinet 30 inches width x 39 inches height x 18 inches depth	Unit	4		
2	<b>2-way communication radio</b> Base Radio Transceiver: Analog radio Frequency: 400 - 480mHz, Output wattage: 40W Channel Capacity: 16 channels Synthesized programming complete with the following: a. 8elementsVariloop/UHF Antenna-complete with harness, boom, elements and connectors b. Coaxial cable/ belden 150ft. coaxial cable c. PL-259 connectors d. 20 amperes regulated power supply with automatic switch in case of power failure. e. 40ft. P.T. Mart Tower, complete with guy wire, turn buckles, balancing plates, G.I. pipe, painted with red & white according to CAA Standard - 1 lot to installed10 pcs Portable Radio Transceiver: Analog Frequency band, 400 - 480mHz, Power output, 5 watts, Channel capacity, 16 channels Synthesized programming	Unit	12		

	<b>Total Quoted Amount</b>	
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Amount in Words: \_\_\_\_\_  
\_\_\_\_\_.

<b>OTHER INSTRUCTIONS/SPECIFICATIONS:</b>
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| 1. Copy of current and valid National Telecommunication Permit and Licensed for item No. 2 |
| 2. Statement of Warranty: Minimum of One (1) Year  |

Delivery Period : **Fifteen (15) Calendar Days**

Warranty : \_\_\_\_\_

\_\_\_\_\_  
Signature over printed name

\_\_\_\_\_  
Office Telephone No./Fax/Mobile No.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email Address