



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



REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
SECTION 53.1

Date: **DECEMBER 13, 2021**
PR No: **CMO-21-FIXTURES-638**

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **LINE 1: SUPPLY, INSTALLATION OF MODULAR PARTITION AND VARIOUS FURNITURE FOR DISTRICT 3 MINI CITY HALL AND YWCA FURNISHING**
Approved Budget for the Contract : **Php 8,044,181.99**
End-User / Implementing Office : **OFFICE OF THE CITY MAYOR**

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 16, 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's above P500,000.00);
- 6 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 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.

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For any clarification you may contact us at 89884242 loc. 8505/8709.

(Sgd.) ROWENA T. MACATAO
Chairperson, BAC- Goods and Services

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	STEEL STORAGE RACK 123cm x 48cm x 183cm (48.6 po x 18.9 po x 72 po); 4 layers; fully finished melamine	Unit	1		
2	GANG CHAIR - FOUR (4) SEATER perforated seat; chrome plated armrest and legs; with 3 legs; powder coated steel size: 2320mmW, 630mmD, 770mmH Color: Flash silver	Piece	4		
3	COMPUTER TABLE laminated top; with keyboard, tray and CPU holder; size: 900mmL 450mmD 750mmH Color: Gray top	Piece	7		
4	COMPUTER CHAIR without armrest, fabric seat rest and backrest; nylon base with caster, gas lift; Color: P. Blue	Piece	7		
5	OFFICE TABLE laminated wood top and legs; medium density fiberboard (MDF); size: 1000mmL 730mmD 745mmH; Color: Gray	Piece	11		
6	OFFICE TABLE laminated and steel legs; Size: 2000W x 1600D x 750mmH; Color: Cherry	Unit	1		
7	EXECUTIVE CHAIR Grande high back with armrest, leatherette upholstered adjustable gas lift, tilting mechanism chrome base with casters; Color: Black	Unit	1		
8	GANG CHAIR-FOUR (4) SEATER perforated seat; chrome plated armrest and legs; with 3 legs; powder coated steel; Size: 2320mmW 630mmD 770mmH: Color: Flash silver	Piece	2		
9	LATERAL FILING CABINET four (4) layer powder coated steel; gauge 22;	Piece	7		

	heavy duty full extension ball bearing runner; centralized lock with duplicate keys; Dimension: 900mmW 450mmD 1315mmH; Color: white body with green handle				
10	OFFICE CHAIR WITH ARMREST Midback, mesh backrest and fabric seatrest; tilt lock mechanism; pneumatic height adjustment; gaslift; chrome plated base with casters; color: Black	Piece	8		
11	OFFICE CHAIR LOWBACK WITH ARMREST fabric seatrest and backrest; pneumatic height adjustment; gaslift; 5 prong nylon base with casters; Color: Black	Unit	23		
12	MOBILE PEDESTAL polypropylene top, powder coated steel base; gauge 20; 3 drawers; with 1 pen tray and 1 divider; centralize lock with 5 pieces Caster; Size: 400mmW 565mmD 660mmH; Color: Gary	Piece	4		
13	CLERICAL CHAIR Fabric type; midback with armrest, gas-lift with 5-pronged: starbase legs	Piece	18		
14	CLERICAL TABLE WITH STEEL MOBILE DRAWER - Woodgrain table top; 25mm thick, oven baked powder coated finish base and front panel with movable steel mobile drawer; Dimension: 120w x 60d x 75h(cm)	Piece	4		
15	6FT RECTANGULAR FOLDING TABLE high density polyethylene table top; powder coated steel frame; UV protected; lightweight; rust resistant; stain resistant; easy to clean	Piece	506		
16	EXECUTIVE TABLE (MAYOR'S TABLE) Main Table: W180 x D80 x H75cm Side: W120 x D40 x H55cm	Piece	1		
17	EXECUTIVE TABLE (MANAGER'S TABLE) 2.5mm Thickness Flat Edge With Mobile Pedestal & Side Drawer Steel Legs Oak/White Color Dimensions; W160 X D70 X H75CM	Piece	2		
18	EXECUTIVE TABLE (DISTRICT COORDINATOR) CUSTOMIZED MFC - 2.5mm thickness Flat edge with mobile pedestal & side drawer Steel legs Oak / White color Dimensions: W140 X D70 X H75cm	Piece	1		
19	EXECUTIVE TABLE (ACTION OFFICER) HPL laminated finish L-shape table Dimension: Main Table: W200 x 80 x H80cm Side Cabinet: W150 x D45 x H75cm	Piece	1		
20	CUSTOMIZED CABINET Custom Cabinet Customize Marine Plywood with shelves with swing door Custom Color Dimension: W150 x D45 x H200cm	Piece	1		
21	CUSTOMIZED SIDE CABINET Custom Cabinet Customize Marine Plywood with shelves with swing door Custom Color	Piece	1		

	Dimension: W250 x D45 x H90cm				
22	WARDROBE CABINET Wardrobe Cabinet Customize Marine Plywood with Shelves with swing door Custom Color Dimension: W90 x D40 x H180cm	Piece	1		
23	CONFERENCE TABLE Conference Table customized with 2 wire management MFC Finish/Laminates Metal Legs Custom Color Dimension: W400 x D120 x H75cm	Piece	2		
24	CONFERENCE CHAIR Highback chair Leatherette with armrest & gaslift Chrome Base (Black 10 Pcs; Brown 8pcs)	Piece	18		
25	OFFICE CHAIR Mesh Midback Chair with armrest & gaslift W60.3 x D54 x H90.5-100cm Chrome base	Piece	13		
26	MODULAR WORK STATION (6TH FLOOR) 6-Seater Workstation 4.5cm Series Fabric With Glass, Aluminum Profile Frame, Beige End trims, Custom Color, Dimension: FP: H120 x W120cm - 3pcs SP: H120 x W60cm - 8pcs WT: W120 x D60cm - 6 pcs Mobile Pedestal Flush Handle Dimension: W40 x D56 x H65cm 3 drawer steel cabinet with pencil tray & file divider Central locking system Gauge 20 BEIGE color Table Accessories Steel Powder coated with lock W55 x D41 x H90 BEIGE color FREE INSTALLATION	Set	1		
27	MODULAR WORK STATION (5TH FLOOR) Front Panel 4.5cm Series Fabric With Glass Aluminum Profile Frame, Beige End trims Dimension: H120 x W120 x 4.5cm SIDE PANEL 4.5CM SERIES Fabric With Glass Aluminum Profile Frame BEIGE End trims Dimension: H120 x W60 x 4.5cm TABLE TOP-WORKTOP MDF board 2.5mm Thickness Plastic edge band with bracket Dimension: W120 x D60 Mobile Pedestal FLUSH handle Dimension: W40 x D56 x H56cm 3 drawer steel cabinet with pencil tray & file divider Central locking system Gauge 20 Table Accessories Steel Powder coated with lock W55 x D41 x H90 FREE INSTALLATION	Set	1		
28	VISITOR'S CHAIR Midback Leatherette with armrest Chrome sled base (White 2, Black 2)	Piece	4		
29	MANAGER'S CHAIR Highback Chair with armrest & gaslift Leatherette Chrome base (white 2, Black 2)	Piece	4		

30	GLASS ENCLOSURE Frameless Door, Sliding door with fixed, 10mm tempered clear glass, heavy duty patch fixtures, SS304, SGS114, 5.525 x 2.755	Lot	1		
31	SECRETARY'S TABLE BEECHWOOD top, BLACK legs & modesty, MFC-2.5mm thickness, Bullnose edge with mobile pedestal and hanging drawer. Powder coated steel legs 120 x 70 x 75cm	Piece	1		
32	DINING TABLE Dining set 1+4 (1 table 4 chairs), table 120 x 80 x 70cm, chair 41.5 x 47.5 x 82cm dark brown color 1.8cm/1.5 cm MDF Board with PVC Brown Steel tube with powder	Set	1		
33	DINING TABLE Dining set 1-6 (1 table 6 chairs), table 140 x 80 x 70cm, chair 41.5 x 47.5 x 82cm dark brown color 1.8cm/1.5cm MDF Board with PVC Brown Steel tube with powder	Set	1		
34	CABINET Kitchen Cabinet color brown, 40 x 120 x 180.5cm with installation of electrical outlet	Piece	1		
35	TABLE Office table for printer can fit 55 x 60cm with all melamine top 25mm NST	Piece	1		
36	COFFEE TABLE SET Coffee table set, 2 chair + 1 table, chair: 47 x 45 x 41 x 69cm butterfly table: 60 x 60cm Scandi	Set	1		
37	SIDE TABLE Black metal tubing sandy powder coating, MDF (E2) with melamine 50 x 50 x 50cm	Piece	2		
38	COFFEE TABLE Black metal tubing sandy powder coating, MDF (E2) with melamine 100 x 50 x 45cm	Piece	1		
39	SOFA (AO'S OFFICE) 2 seater, Solid wood framing. Metal legs, brown leather 1780 x 920 x 880mm Seat H: 430mm. Arm H 558mm	Piece	1		
40	SOFA (RECEIVING AREA) 3 seater, Black upholstery, fixed cushion and fixed back cushion Tapered wood legs 800 x 780 x 850mm	Piece	1		
41	SOFA (RECEIVING AREA) 1 seater, Black upholstery, fixed cushion and fixed back cushion Tapered wood legs 800 x 780 x 850mm	Piece	2		
42	PARTITION (CONFERENCE ROOM) White powdered aluminum Profile, Sliding door with fixed 6mm frosted glass, sliding lock kit and rubber gaskets (Reception Area, Conference Area, Counseling Area, and Admin Office-Division for briefing and counseling area) Reception Are: A) W -7.0 m H - 2.46 m B) W - 4.50 m H - 1.85 m Conference Area: C) W - 2.7 m H - 1.85 m D) W - 2.2 m H - 1.85m	Lot	1		

	Counseling Area: E) W - 2.2 m H - 1.85m Admin Office F) W - 1.24 m, 1.8m, 2.06m H - 2.03 m				
43	SOFA SET Sofa 1840 x 610 x 850 (cappuccino in color, three seater with throw pillows)	Piece	1		
44	BENCH 1346 x 470 x 483 (cappuccino in color, three seater)	Piece	1		
45	COFFEE/CENTER TABLE 117.5 x 71.5 x 47 (35 x 32mm poplar wood frame & leas with 3mm thick tempered glass top)	Piece	1		
46	TV STAND for 40-74 inches TV, 3 wooden frame & leas with metal foot W-100cm x H-33.4cm x D-45cm	Piece	1		
47	CONFERENCE TABLE 1600w x 1200d x 750h 25mm thick HPL woodgrain top pre-glued pvc, edge band, with power coated steel leas	Piece	1		
48	CONFERENCE CHAIR 600w x 560d x 930-1030h fabric seat & mesh backrest, adjustable padded armrest, butterfly mechanism, with five star nylon base & casters	Piece	10		
49	COUCH/CHAIRS 3 seater sofa 2000w x 890d x 600h solid wood frame, high density foam, leatherette. stainless steel legs	Piece	2		
50	SIDE TABLE 55 x 55 x 55cm, rubber wood, MDF. retro scandi inspired	Piece	1		
51	OFFICE TABLES with partition with 3 layer pedestal FRONT PANEL: SIDE PANEL: TABLETOP-WORKTOP * MDF board * 2.5mm Thickness *Plastic edge band *with bracket Dimension: H120 x W60x4.5cm 4.5CM SERIES * Fabric With Glass * Aluminum Profile Frame * BEIGE End trims * Dimension: H120 x W100 x 4.5cm * Custom Color (purple)	Piece	1		
52	OFFICE CHAIRS deluxe, mesh back, tension adjustment. fixed armrest, chrome base, color purple. Fabric seat. Mesh back. Tension adjustment. Fixed lumbar support. Seat height & backrest angle adjustment, Tilt Lock Mechanism Fixed armrest. Chrome Base. Weight: 15kg Weight Capacity: 100kg	Piece	4		
53	EXECUTIVE TABLE 120 x 70 x 75 cm: white powdered metal legs and 25mm melamine chipboard for heat and scratch resistant, adjustable floor levelers. 3 layers drawer	Set	1		

	mobile pedestal with elegant metal handles, same color with the table				
54	EXECUTIVE CHAIR Deluxe high back mesh chair black. 5+1 cm foam seat + mesh back Enhance backrest & armrest 2.5mm thickness butterfly mechanism. Tilt Mechanism, BIFMA certification gas lift, 300mm Chrome base and PU castor, Weight capacity: 100KG	Piece	1		
55	STEEL FILING CABINET. 4 LAYERS Steel Filing Cabinet. 4 layers. Ga24 Metal Sheet, Heavy Duty Ball Bearing Rollers. Powder coated Painting Finish. Dimension (WxDxH): 462 x 620 x 1404	Piece	1		
56	CONFERENCE CHAIR Chair black leatherette: w41 x d43.5 x h77cm. without armrest Chrome sled base	Piece	50		
57	TOY SHELVES Toy shelves: Size 124 x 30 x 100cm: laminated MDF wood + PP plastic trays: all white with multi-colored trays	Piece	1		
58	CHILDREN'S TABLE preschool rectangle table with medium sized (2 red 28cm 2 green 28cm) chairs: 120cm x 60cm	Set	1		
59	PARTITION WITH DOOR (DORM 1 AND DINING AREA) Partition under the stairs to be used as storage area With secret door or seamless door Dorm 1 and Dining A) W-14.770 x H-2.460 m with door Wooden plywood, Color white, Doorknob, Door with door frame, transfer of light switch, transfer of fluorescent light, Partition under the stairs Installation of secret door and padlocks on the secret door	Lot	1		
60	DINING TABLE W 2.5 L 6 H 2.5 feet wood with varnish finish Wood with light varnish finish with 4 sturdy legs	Piece	5		
61	Chair sturdy and elegant, Seat Width: 430mm, Seat Depth: 420mm Front Legs Distance: 425mm, Side Legs Distance Left: 435mm Side Legs Distance Right: 435mm, Back Legs Distance: 400mm Back Rest Height: 840mm, Seat Back Height: 475mm, Seat Height: 415mm	Piece	30		
62	STAINLESS SHELVES 6 layers Stainless steel, heavy duty Open shelves, H80 x W35 x D18inches	Piece	1		
63	MULTIPURPOSE LAYERING SHELVES Vertical, 6 layers, white with 4 wheels: Organizer Dimension -15.5inches W X 15.4inches D x 38.2inches H: inner drawer dimensions: 12.25inches W x 13.63inches D x 4inches H	Piece	1		

64	PARTITION (CONFERENCE ROOM) Aluminum white profile, sliding with fixed 6mm frosted, sliding door lock kit with rubber gaskets. A) 1.240 m 1.800 m 2.060 m B) H 2.715m, W 3.500m. H 2.670m, w 0.260m (by the stairs, and admin office)	Lot	1		
65	SOFA SET blue in color (3 seater, 2 seater and ottoman with 4 throw pillows) Fixed Seat Cushion and Fixed Back Cushion 3 SEATER: 1810mm W X 760mm D X 810mm H 2 SEATER: 1300mmW X 760mm D X 810mm H OTTOMAN: 640mmW 680mmD X 410 mm H	Set	1		
66	SHELVES FOR BOOKS MDF Laminated Wood, 4 Rows and 3 columns H70 x W47.5 x D11.5 inches	Piece	1		
67	CENTER TABLE L47 x W24 x H14 inches 2 Layer Glass top with 2 drawers	Piece	1		
68	TV STAND FOR 50 inches SMART TV 40-74 inches TV. 3 wooden shelf with metal foot W-100cm x H-33.4cm x D-45cm	Piece	1		
69	PARTITION UNDER THE STAIRS Partition under the stairs with hidden or secret door. Side 1: W60 x H57 inches with door opening (door size: W25 x 51inches) Size 2: W58 x H57inches Side 3: W40inches average butterfly wings All in white	Lot	1		
70	OFFICE TABLE (3 house parents and 1 guard) 940cm x 730cm Laminated MDF Board	Piece	4		
71	A-TYPE BLACK AND WHITE BOARD I-43cm W-62cm H-118cm	Piece	1		
Total Quoted Amount					

Amount in Words: _____

Delivery Period : Sixty (60) Calendar Days

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address