



Republic of the Philippines
QUEZON CITY GOVERNMENT
BAC – Goods and Services
2nd floor, Procurement Department,
Finance Building, Quezon City Hall Compound



REQUEST FOR QUOTATION
NEGOTIATED PROCUREMENT
(SECTION 53.9)

DATE : June 14, 2022

PR NO. : QCRRMO-22-CS1-849

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : PROCUREMENT OF FOOD AND DRINKS AND OTHERS
Approved Budget of the Contract : Php 399,950.00
End-User / Implementing Office : QUEZON CITY DISASTER RISK REDUCTION AND MANAGEMENT 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 **June 17, 2022, 10:00 am** 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 (2022);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2021) (For ABCs above P500,000.00)
- 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 FOOD AND DRINKS 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. 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.
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	Food and Drinks Meals Steamed Rice, Chicken Inasal, Lumpiang Sariwa, Fresh Fruit, and 350ml Bottled Water	pack	574		
2	Laptop <i>with the following minimum specifications:</i> Intel Core i5-1135G7 (4C/ 8T; 2.4 / 4.2GHz, 8MB) Graphics Integrated Intel Iris Xe Graphics functions as UHD Graphics Chipset Intel SoC Platform Memory 1x 8GB SO-DIMM DDR4-3200 Max Memory Up to 32GB DDR4-3200 Storage 512GB SSD M.2 2242 PCIe 3.0x4 NVMe Operating System Windows 10 Pro 64, English	unit	2		
3	Document Scanner Min Document Size: 50.8 x 50.8 mm Max Document Size: 215.9 x 6096 mm interface: USB 3.2 Gen 1, Wi-Fi (802.11 b/g/n), Wi-Fi Direct (max 8 connections)	unit	1		
4	Cellular Mobile Phone <i>with the following minimum specifications:</i> Screen Size 6.22" Pixel Density 270ppi Display Resolution 720 x 1520pixels Storage 32GB RAM 3GB Dual SIM Yes SIM Card Nano-SIM	unit	1		
5	USB Storage -Fast transfer speeds up to 100MB/s -Transfer files up to ten times faster than standard - USB 2.0 drives -Capacity: 128GB -Protect private files with SanDisk SecureAccess software -USB 3.0-enabled and USB 2.0-compatible	pcs	6		
6	Prize - Prepaid Load Card worth 100 pesos each	pcs	47		
7	Prepaid Load Card worth 100 pesos each	pcs	710		

TOTAL AMOUNT	
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Amount in Words : _____

OTHER INSTRUCTIONS/ SPECIFICATIONS:
FOR ITEM NO.1
<ul style="list-style-type: none">• Copy of valid Current Sanitary Permits issued by the Health Department.• Statement Of Compliance to Ordinance No. SP-2127, S-12 (Prohibiting the use of plastic and Styrofoam...).• Notarized Affidavit of Undertaking stating compliance to executive Order No. 16, Series of 2021 Establishing the Quezon City Health Food Procurement Policy.
FOR ITEM NOS. 2-4
<ul style="list-style-type: none">• 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