



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 53.9
SMALL VALUE PROCUREMENT

DATE : November 21, 2023

PROJECT NO. : QCCCD-23-GM-1140B

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : PROCUREMENT OF PAINTING KIT, ARTS AND CRAFTS KIT, AND OTHERS
Approved Budget of the Contract : Php 536,864.13
End-User / Implementing Office : QUEZON CITY CENTER FOR CHILDREN WITH DISABILITIES

Item Nos.	Approved Budget for The Contract
1	P 27,499.84
2 - 5	P 318,499.41
6	P 174,970.88
7	P 15,894.00
TOTAL ABC	P 536,864.13

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 **November 24, 2023, 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 (2023); -
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2022) (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** issued by **QC BAC- Goods and Services**.

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	Painting Kit: 1 set Acrylic mini-tube paints (water-based at least 12 colors); 1 pc Artist's Canvas (at least 12" x 16"); 2 Artist's long handle point brush (brush sizes #2 and # 12); 1 mixing plate (white plate or aluminum); 1 small rug; 1 water container; 1 pencil (#2); 1 Eraser; Customized kit bag (transparent) with print and logo	kit	38		
2	Streamer/tarp; Customized design and layout with QC Logo and QC Kabahagi Center Logo; 5ft. X 8ft.; Thickness: 13 ounce	pc	1		
3	Arts and Crafts Kit: 1 Drawing Pad (30 leaves; Double Loop wire; Available in vertical and horizontal Size:9x12 inches; 100 gsm book paper leaves); 3 pcs pencil (#2); 1 pc Crayons (8 colors per box); 1 watercolor (Assorted colors; Size: approx. 7cm x 16cm); 3 pcs paste; 20 pcs Colored Paper (Assorted colors; good for artworks); 1 box of Clay (easy-open; recyclable \package) Customized kit bag (transparent) with print and logo	kit	153		
4	SALES. RENTAL. DESIGN. INSTALLATION DIGITAL CONSOLE Quantity/Description 1 unit, Prostax 12-channel semi-digital mixing console PLAYBACK MUSIC Quantity/Description 1 set, Tractor s2 Dj gear controller 1 set, HP laptop with on-stage laptop stand for playback technical operator	package	1		

	<p>SPEAKER SYSTEM/ LINE ARRAY SUB BASS</p> <p>SPEAKER FRONT OF HOUSE</p> <p>Quantity/Description</p> <p>4 units, Kevler prx 15-inch bass mid-high</p> <p>2 units, Beta 3 18-inch active subwoofer 2500 watts</p> <p>2 units, Kevler 12-inch prx active stage monitor</p> <p>MICROPHONES</p> <p>Quantity/Description</p> <p>2 units, Pro stax wireless Microphone with receiver</p> <p>2 units, Shure SV 200 wired mics</p> <p>2 pcs Atlas microphone stand</p> <p>LIGHTS, EFFECTS AND CONTROLLERS</p> <p>Quantity/Description</p> <p>2 units, Beam 230 lumilites intelligent lighting for special effects</p> <p>16 units, lumilites slim led Par rgb full color</p> <p>4 units, Lumilites slim amber white led par</p> <p>1 unit, Mini pearl 1024A</p> <p>1 unit, vertical Smoke Machine</p> <p>2 units, Heavy duty lights tower stand</p> <p>HARDWARE</p> <p>Quantity/Description</p> <p>1 Lot, Cable connectors and extension wires</p> <p>1 Lot, Black cloth</p> <p>4 Lot, Cable ramp</p> <p>Other requirements:</p> <p>Quantity/Description</p> <p>Backdrop,Stage, Entrance decoration & Styling (Carnival theme)</p> <p>4, Magician, Balloonist clown, Format host (for overall activities)</p> <p>2, Inflatable with playground</p> <p>Freebies: Sweetcorner booth</p> <p>LED WALL EQUIPMENT</p> <p>Quantity/Description</p> <p>1 set, 9x12 G top P3 led wall</p> <p>1 unit, LED Wall Scaler</p> <p>1 unit, Data Video SE-500 Professional Video Mixer</p> <p>1 unit, 14" Sony Vaio Core i3 Laptop</p> <p>2 units, Power Distribution for LED Wall</p> <p>1 Lot, Patch Cord and Connectors</p> <p>2 Lot, Main Line for LED Wall</p> <p>1 Lot, Black Cloth and LED wall Stand platform</p>				
5	<p>Educational Toys and Books:</p> <p>Puzzle Blocks:</p> <p>- Available in 6 styles brand new</p> <p>- Box Dimensions: 25 cm x 18 cm</p> <p>- 128 pieces inside</p> <p>Glitter Gold Inflatable Ball:</p> <p>- Material: Durable vinyl</p> <p>- Measures: 50 cm (20 inches)</p>	Bag	256		

	<div>- Glitter design</div> <div>- Heavy-duty and pre-tested vinyl</div> <div>Book:</div> <div>- Publisher: Goodwill Books</div> <div>- Format Trade Paperback</div> <div>- Weight 0.2kg Length 30cm Width 23cm Height 1cm</div> <div>. Customized Bag design with printed QC and QCCCD Logo and printed text; (See attached Sample Layout)</div>				
6	<div>Grocery Pack:</div> <div>- 320g Powdered Milk, 1 bottle Stick Waffer (380g), 2 packs Assorted Biscuits (10pcs/pack; 25g/pc), 100 tablets (500mg each) Vitamin C,</div> <div>- Customized kit bag with print and LOGO) for winners (UN) (See attached Sample Layout)</div>	Pack	18		
TOTAL:					

Amount in Words:

Delivery Period : Thirty (30) Calendar Days

Warranty :

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address