



REQUEST FOR QUOTATION  
NEGOTIATED 53.9  
SMALL VALUE PROCUREMENT

DATE : NOVEMBER 21, 2023

PROJECT NO. : QCU-23-HCS-1487B

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : PROCUREMENT OF WELDING ROD AND OTHERS  
Approved Budget of the Contract : Php 150,875.90  
End-User / Implementing Office : QUEZON CITY UNIVERSITY

BREAKDOWN OF APPROVED BUDGET FOR THE CONTRACT (ABC)	
BUDGET FOR ITEM NOS. 1-10	P 41,115.90
BUDGET FOR ITEM NO. 11	P 109,760.00
TOTAL ABC:	P 150,875.90

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

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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	Welding Rod – Stainless 304, 2.0mm	piece	5		
2	Welding Rod – Special 6013, 2.0mm	piece	5		
3	Diamond Cutter – Industrial, Ultra-thin, 4 inches x 5/8 inches (100mm x 16mm). Max RPM 15,300, 80m/s	piece	10		
4	Cutting Disc – for metal, 4 inches	piece	10		
5	Drill Bit – A-100, 1/8 (3mm)	piece	10		
6	Drill Bit – A-100, 1/2 (3mm)	piece	10		
7	Circuit Breaker – with Aircon outlet (universal) single phase, 30Amp, 250V, surface type	piece	5		
8	Electrical Wire - #10 AWG (5.5mm²), stranded THHN/THWN-2, premium grade, fire retardant, lead free, 150m/box	box	2		
9	Angular Bar – ¼ inch x 1 inch x 20 feet	piece	5		
10	Flat Bar – ¼ inch x 2 inches x 20 feet	piece	5		
11	Emergency Light – Rechargeable, automatic, LED, 2 adjustable lamp heads, reflectors for light distribution, 20 hours charging time, 6 hour battery life at full charge, 2W LED light bulbs	piece	49		
TOTAL:					

Amount in Words: \_\_\_\_\_

\_\_\_\_\_



Delivery Period : Fifteen (15) Calendar Days  
Warranty :

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address

Handwritten signature and date: 8/18/23