



REQUEST FOR QUOTATION  
SHOPPING 52.1b

DATE : NOVEMBER 7, 2023  
PROJECT NO. : SSDD-23-FURNITURE-1042

Name of Company : \_\_\_\_\_  
Address : \_\_\_\_\_  
Contact No. : \_\_\_\_\_  
Project Title : PROCUREMENT OF LOCKER AND OTHERS  
Approved Budget of the Contract : Php728,725.78  
End-User / Implementing Office : SOCIAL SERVICES DEVELOPMENT DEPARTMENT

BREAKDOWN OF APPROVED BUDGET FOR THE CONTRACT	
Item No. 1	P 154,769.22
Item Nos. 2-5	P 310,960.56
Item No. 6	P 161,000.00
Item Nos. 7-11	P 101,996.00
<b>Total</b>	<b>P 728,725.78</b>

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 10, 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
	<b>RESIDENTIAL AND REHABILITATION PROGRAM – BAHAY ARUGA</b>				
1	<b>Locker</b> , 9 doors with lock and key, steel made, powder coated, 880cm x 510cm x 14,780cm, Gray	PIECE	2		
	<b>RESIDENTIAL AND REHABILITATION PROGRAM – BAHAY KALINGA</b>				
2	<b>Locker</b> , 9 doors with lock and key, steel made, powder coated, 880cm x 510cm x 14,780cm, Gray	PIECE	2		
3	<b>Foam Mattress</b> , foam with cover, size: 36 inches x 75 inches x 4 inches, good quality	PIECE	19		
4	<b>Bookcase</b> , adjustable shelves, for storage of books, heavy duty, width: 80cm (31 ½ inches), depth: 28cm (11 inches), height: 202cm (79 ½ inches), durable, good quality	UNIT	2		
5	<b>Open Shelf</b> , durable, good quality, 80cm x 28cm x 106cm or (31 ½ inches x 11 inches x 41 ¾ inches), adjustable shelves	UNIT	1		
	<b>RESIDENTIAL AND REHABILITATION PROGRAM – RAC</b>				
6	<b>Double Deck</b> , metal frame, 48 inches x 75 inches, metal frame, durable	UNIT	10		
	<b>RESIDENTIAL AND REHABILITATION PROGRAM – BAHAY KALINGA</b>				
7	<b>Kiddie Chairs</b> , monobloc Ht: 20 inches, seat board 13 inches x 12 inches, eco-friendly, durable, good quality	PIECE	80		
8	<b>Kiddie Tables</b> , table top 24 inches x 24 inches Ht, 20 inches monobloc, eco-friendly, durable, good quality	PIECE	8		
9	<b>Teacher's Chair</b> , 16 inches x 16 inches seat board, 31 inches Ht, all wood duco finish, eco-friendly, no lead content, good quality, (thickness ¾ inch)	PIECE	1		
10	<b>Teacher's Table</b> , 20 inches x 40 inches table top melamine, 30 inches Ht wood duco finish, 1 center drawer with lock 2 side drawer, eco-friendly	PIECE	1		
11	<b>Shelves</b> , H: 4ft. L: 5ft. W: 14 inches thickness made of melamine board with open partitions, eco-friendly, 4 layers	PIECE	2		
<b>TOTAL:</b>					

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

Delivery Period : Thirty (30) Calendar Days ✓  
Warranty : \_\_\_\_\_

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

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

\_\_\_\_\_  
Date

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

