



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



**REQUEST FOR QUOTATION  
NEGOTIATED 53.9  
SMALL VALUE PROCUREMENT**

DATE : JUNE 10, 2024

PROJECT NO. : QCCCD-24-APP-0848C

Name of Company : \_\_\_\_\_

Address : \_\_\_\_\_

Contact No. : \_\_\_\_\_

Project Title : PROCUREMENT OF AIR PURIFIER AND OTHERS

Approved Budget of the Contract : P 70,038.50

End-User / Implementing Office : QUEZON CITY CENTER FOR CHILDREN WITH DISABILITIES

<b>BREAKDOWN OF APPROVED BUDGET FOR THE CONTRACT (ABC)</b>	
Item nos. 1 – 3	P 60,512.00
Item no. 4	3,934.00
Item no. 5	3,507.50
Item no. 6	2,085.00

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 14, 2024, 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 S Mayor's/Business Permit (2024);
- 4 Tax Clearance; and
- 5 Omnibus Sworn Statement prescribed by the **QC BAC- Goods and Services**
- 6 Income/Business Tax Return (for FY 2023) (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**.

**NOTE: Submission of a Document Request List (DRL) is required prior to the issuance of the Long Brown Envelope.**

  
**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	Electric fan - stand type: plastic blade, 18 inch	UNIT	6		
2	electronic mosquito killer - uv led mosquito trap lamp	UNIT	3		
3	Air Purifier: 500m3/h; 35m2 - 60m2; OLED Display; WiFi module 802.11b/g/n; 1.5-66W power; Laser particle sensor, light sensor, temperature and humidity sensor; With functions: Automatic Mode, Light sensor, OLED Display, Sleep mode, child lock, Favorite Mode, wind speed regulation; Android and IOS compatible 735mm x 260mm x 260mm product size; 9.7kg weight	UNIT	3		
4	5-step Aluminum Ladder	PIECE	1		
5	Electric Paper Shredding Machine Shredder for paper, CD, and cards Shredding capacity: 8 sheets, 1 CD, 1 card Shred size: 4x45mm Basket volume: 13L Duty cycle: 2mins On, 40mins Off Shred type: crosscut	PIECE	2		
6	Stethoscope Material: zinc alloy chrome plated chill-free chest piece with "SIMPLEX" binaural Color: gray 1 pc molded PVC tubing and color coordinated plastic retaining and non-chilling rings Soft ear tips Includes ID tag	PIECE	3		
				<b>TOTAL</b>	

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

<b>OTHER REQUIREMENT:</b>
<ul style="list-style-type: none"> <li>• Statement of Warranty - Minimum of one (1) year</li> <li>• For item no. 6 - Copy of valid, current License to Operate for Medical Supplies/Devices from DOH Accreditation as Supplier, Distributor or Manufacturer</li> </ul>

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

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

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

\_\_\_\_\_  
 Date

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