



REQUEST FOR QUOTATION
NEGOTIATED 53.9
SMALL VALUE PROCUREMENT

DATE : JULY 16, 2024

PROJECT NO. : QCCCD-24-HCS-0590B

Name of Company : _____
Address : _____
Contact No. : _____
Project Title : **PROCUREMENT OF VARIOUS HARDWARE SUPPLIES (STORAGE CONTAINER, KN95, AND OTHERS)**
Approved Budget of the Contract : **Php 432,634.00**
End-User / Implementing Office : **QUEZON CITY CENTER FOR CHILDREN WITH DISABILITIES**

BREAKDOWN OF THE APPROVED BUDGET FOR THE CONTRACT	
Item nos. 1 – 31	P 421,954.00
Item nos. 32 – 37	P 10,680.00

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 **JULY 19, 2024, 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 (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.

LATY. 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	Storage Container, Clear, 12L, with Handle and Lock, 3pcs/set	30	SET		
2	Storage Container Clear 9L with Handle and Lock 3pcs/set; 32x21x15(cm)	15	SET		
3	Storage Container Clear 5L with Handle and Lock 2pcs/set; 28x20x11(cm)	30	SET		
4	Tissue Paper roll (3ply) 12pc/ pack	30	PACK		
5	Balloons, 10 inches assorted colors, latex, 100pcs per set	10	SET		
6	Balloons, twistable long, 100pcs per set *60 in (fully brown), assorted	5	SETS		
7	Indelible Pencils	10	PIECE		
8	Cling Wrap; Plastic	5	SHEET		
9	Plaster of Paris Powder, 20 kilos	10	SACK		
10	GI Pipe, 20 ft.	2	PIECE		
11	Sand, 20 kilos	1	SACK		
12	Cotton Stockinette	20	PACK		
13	Nylon Stockings	20	PACK		
14	Polypropylene, 4m x 8m.	2	SHEET		
15	Webbing	2	ROLL		
16	Velcro Set, 2 inches.	2	ROLL		
17	Speedy Rivet	2	PACK		
18	Eva Foam, 5mm.	5	SHEET		
19	Outsole, 1m x 1m.	5	SHEET		
20	Surforms, half round, standard	10	PIECE		
21	201-piece mechanics tool set kit; Includes (10), 1/4" Drive Sockets - 6 pt SAE13, 1/4" Drive Sockets - 6 pt mm(10), 1/4" Drive Deep Sockets - 6 pt SAE(1), 1/4" Drive Deep Sockets - 6pt mm(9), 3/8" Drive Sockets- 6 pt SAE(14), 3/8" Drive Sockets - 6 pt mm(5), 3/8" Drive Deep Sockets - 6 pt SAE(3), 3/8" Drive Deep Sockets - 6 pt mm(6), 1/2" Drive Sockets - 6 pt SAE(8), 1/2" Drive	2	SET		

4 2 7

	Sockets - 6 pt mm(), 3/8" Drive Spark Plug Socket - 6 pt SAE(), 1/4" Drive Pear Head Ratchet-Quick Release(1), 3/8" Drive Pear Head Ratchet-Quick Release(1), 1/2" Drive Pear Head Ratchet-Quick Release(1), 1/4" Drive F X 3/8"M Adapter(1). 3/8" Drive F X 1/4"M Adapter(1), 3/8" Drive F X 1/4"M Adapter(4), Combination SAE Wrenches(4), Combination mm Wrenches(28), Hex Keys(12), Nut Bits(55) BitsBlow Molded Carry Case				
22	Hacksaw frame 12"	2	PIECE		
23	Hacksaw blade 12" 18T	10	PIECE		
24	Rebonded foam 1/2" thick, 5ft x 6 ft	10	PIECE		
25	Rebonded foam 3/4" thick, 5ft x 6 ft	10	PIECE		
26	Rebonded foam 1" thick, 5ft x 6 ft	10	PIECE		
27	Rebonded foam 2" thick, 5ft x 6 ft	10	PIECE		
28	Rebonded foam 3" thick, 5ft x 6 ft	10	PIECE		
29	Foam 1 inch x 44 inch x 80 inch	5	PIECE		
30	Foam 1/2inch x 44 inch x 80 inch	5	PIECE		
31	EVA Foam 1 inch x 40 inches x 24 inches	10	PIECE		
32	KN95 Mask for kids 10pcs per pack 17x12.5cm	10	SET		
33	Sterile Latex Gloves (Size 8) 1 pair/pack	25	PACK		
34	Sterile Latex Gloves (Size 7) 1 pair/pack	25	PACK		
35	Sterile Latex Gloves (Size 6) 1 pair/pack	25	PACK		
36	Sterile Tongue Depressors, 100pcs/box; 6 inches wooden tongue depressors	1	BOX		
37	Plaster of Paris Bandage ; 6 inches	30	ROLL		
	TOTAL				

Amount in Words: _____

Delivery Period : Thirty (30) Calendar Days

Warranty : _____

Signature over printed name

Office Telephone No./Fax/Mobile No.

Date

Email Address