

Standard Form Title: Request for Quotation

Date:12/11/2024

Quotation No.2024-05

Company Name: _____
Address: _____
Business Name: _____
Tax Identification Number (TIN): _____
PhilGEPS Registration Number (required prior to award) : _____

Please quote your **lowest price** on the item/s listed below, subject to the General Conditions set on this document, and submit your quotation duly signed by your representative not later than **8:30 AM of 17 December 2024** in the return envelope attached herewith.
(For VAT-registered entities, the quotation should be VAT-inclusive)


RUBY MARIA O. GUMAPON
Chairperson, BAC

- NOTE: 1. ALL ENTRIES MUST BE TYPEWRITTEN / LEGIBLY WRITTEN
2. DELIVERY PERIOD WITHIN 45 DAYS UPON RECEIPT OF THE APPROVED FUNDED P.O. OR NTP
3. WARRANTY SHALL BE FOR A MINIMUM PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM THE DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF THIRTY (45) CALENDAR DAYS
5. PhilGEPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED, IF APPLICABLE
7. APPROVED BUDGET FOR THE CONTRACT (ABC): Php 504,661.00
8. FOR SMALL VALUE PROCUREMENT WITH ABCs ABOVE Php50K, THE BIDDER WITH LOWEST QUOTED PRICE SHALL SUBMIT A DULY NOTARIZED OMNIBUS SWORN STATEMENT (OSS) AS REQUIRED UNDER THE 2016 REVISED IRR OF RA 9184. THE BIDDER SHALL SUBMIT THE OMNIBUS SWORN STATEMENT (OSS) BEFORE THE ISSUANCE OF THE PURCHASE ORDER. FAILURE TO SUBMIT WITHIN 7 WORKING DAYS UPON RECEIPT OF THE NOTICE OF AWARD SHALL BE GROUNDS FOR A FORFEITURE OF THE P.O. AND SHALL BE AWARDED TO THE NEXT LOWEST BIDDER.
9. FOR DIRECT CONTRACTING, THE SUPPLIER SHALL POST A WARRANTY SECURITY FOR A MINIMUM PERIOD OF THREE (3) MONTHS, IN THE CASE OF EXPENDABLE SUPPLIES, OR A MINIMUM PERIOD OF ONE (1) YEAR, IN THE CASE OF NON-EXPENDABLE SUPPLIES, AFTER ACCEPTANCE BY THE PROCURING ENTITY OF THE DELIVERED SUPPLIES (SEE ATTACHED: FORMS OF WARRANTY SECURITY.)

Instructions:

- (1) Accomplish this RFQ correctly and accurately; (2) Do not alter the contents of this form in any way; (3) All technical specifications are mandatory. Failure to comply with any of the mandatory requirements will disqualify your quotation; (4) Failure to follow these instructions will disqualify your entire quotation.

ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	AMOUNT
1	Repair of PPD Office, Port of Cagayan de Oro	1	LOT		

After having carefully read and accepted your General Conditions, I/We quote you on the item(s) at the prices noted above.

Printed Name / Signature

Position / Designation

Tel. No. / Cellphone No.

email address

Date:_____