




REQUEST FOR QUOTATION

Procuring Office/End-User:	Division of Ozamiz City Dalapang ES	RFQ No.:	2025-02-001
Purpose:	MOOE SUPPLIES	PR No.:	2025-02-001
		Date:	February 04, 2025

TERMS and CONDITIONS:			
1. All entries must be typewritten or legibly written. Any overwriting, erasures must be initialed by the Bidder.			
2. Delivery period within <u>15 days</u> from the receipt of Purchase Order and delivered goods/services must be in accordance to accepted offer of the bidder.			
3. Avoid quoting if stocks are not available within the period stipulated.			
4. Price Quotation/s shall be inclusive of all taxes, charges or fees.			
5. Warranty security shall be for a minimum of three (3) months for expendable supplies and 1 year for non-expendable supplies from date of acceptance by the end-user.			
6. Price validity shall be for a period of Forty Five (45) calendar days.			
7. Bidders shall submit original brochures showing certifications of the product, if applicable.			
8. Failure to print name and/or signature of authorized representative shall disqualify the supplier from participating the bidding process.			
9. Delivered goods shall be inspected upon the date/period stipulated and shall be acknowledged to conform the compliance with the technical specifications.			
10. Failure to deliver within the stipulated delivery period shall subject the supplier to a penalty or liquidated damages of 1/10 1% per day of delay on items not delivered.			
11. Quotations submitted must be sealed .			
12. Payment shall be made after the delivery/activity and upon the submission of the required document/s such as: Order slip/Billing Statement by the supplier. Our servicing bank: Development Bank of the Philippines shall credit the amount due to the bank account of the supplier/contractor. Please take note that corresponding bank transfer fees, if any, shall be chargeable to the account of the supplier/contractor.			
13. Procuring Entity may terminate and contract anytime in accordance with the grounds provided under R.A 9184 and its 2016 revised IRR.			
14. The RFQ, Purchase Order and other related documents for the above-stated projects shall be deemed to form part of the contract.			

*Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated above and submit/email your quotation duly signed by your representative not later than **February 10, 2025 at 8:00 AM**.*

Very truly yours,

Metchie M. Tabar
BAC Chairman

Company Name:						
Address:						
PhilGEPS Reg. Number						
Item No.	QTY	Unit	Items and Description	ABC	Bidder's Brand/Model and Specifications	Total Price
Manner/Mode of Awarding:						
1	6	piece	DETERGENT BAR	9.34		
2	6	pouch	DETERGENT POWDER, all purpose	54.08		
3	18	can	FLOOR WAX, paste type, red	309.76		
4	18	piece	MARKER, Permanent, Black	8.27		
5	18	piece	MARKER, Whiteboard, Black	9.65		
6	30	ream	PAPER, MULTIPURPOSE A4	137.74		
7	6	pack	TOILET TISSUE PAPER, 2 ply	99.84		
8	12	cart	INK CARTRIDGE, EPSON C13T664100 (T6641), Black	231.90		
9	12	cart	INK CARTRIDGE, EPSON C13T664200 (T6642), Cyan	242.20		
10	12	cart	INK CARTRIDGE, EPSON C13T664300 (T6643), Magenta	242.20		
11	12	cart	INK CARTRIDGE, EPSON C13T664400 (T6644), Yellow	242.20		
12	48	piece	BALLPEN	7.00		
13	30	roll	DOUBLE SIDED TAPE	25.00		
14	40	piece	CERTIFICATE HOLDER	55.00		
15	40	piece	MEDAL	80.00		
16	6	unit	CCTV	1,200.00		
17	1	unit	television smart, 43 inches	13,000.00		
18	2	unit	Printer ALL IN ONE (SCAN, COPY, PRINT)	11,000.00		
19	1	piece	Comb Binding Machine long paper, heavy duty	7,000.00		
20	10	unit	Binding Ring metal, silver	500.00		
21	1	unit	Laminating Machine heavy duty	3,000.00		
22	4	ream	Laminating Film thin	1,600.00		
23	4	piece	HDMI 20 meters, black coated wire	1,000.00		
24	70	ream	bond papers a4	190.00		
25	20	ream	bond papers Long	220.00		
26	3	piece	Cellphone Load, 500's Smart/TNT	1,050.00		
27	3	pieces	Cellphone Load, 500's Globe	525.00		
			*** Nothing Follows ***			
TOTAL				119,023.00		

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

Note:

<p>DOCUMENTARY REQUIREMENTS:</p> <ul style="list-style-type: none"> * MAYOR'S BUSINESS PERMIT (photocopy only) * Certificate of Registration (BIR 2303) (Photocopy only) * DTI/SEC Certificate/(photocopy only) * Omnibus Sworn Statement (photocopy only) - Above 50,000.00 and SVP as Alternate Mode of Procurement only * Latest Income Business Return (photocopy only) - Above 500,000.00 and SVP as Alternate Mode of Procurement only 	<p>_____ Signature Over Printed Name / Date</p> <p>_____ Contract Number/Email Address</p>
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