



Republic of the Philippines
Province of Pampanga

Bids and Awards Committee

Provincial Capitol, City of San Fernando, (P) / (045) 435-5901

JAN 16 2025

RFQ No. **250042**

P.R. No. / Date / End User / Purpose:

(24-6345 12/27/2024 **PROVINCIAL ENGINEER'S OFFICE For Provincial Engineer's Office, City of San Fernando, Pampanga**)

REQUEST FOR QUOTATION

Small Value Procurement

Company Name: _____

Address: _____

Tel. No.: _____

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this Office duly signed by you or your representative not later than **4:00 p.m. JAN 21 2025**

APPROVED BUDGET FOR
THE CONTRACT (ABC):
PhP 137,250.00

FRANCIS V. MASLOG
CHAIRPERSON
Bids and Awards Committee

TERMS AND CONDITIONS

- All quotations may be typewritten or handwritten, placed in a sealed envelope.
- All quotations shall be valid for one hundred twenty (120) calendar days from the deadline of the submission of the same.
- Any erasures or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative.
- Interested suppliers are required to submit their valid current Mayor's Permit, PhilGEPS Registration Number, and Income/BIR Tax Return (for ABCs above P500,000.00) upon submission of quotation. In lieu of the Mayor's Permit and PhilGEPS Registration Number, the PhilGEPS Certificate of Platinum Membership may be submitted. For new businesses, submit the BIR Certificate of Registration and latest quarterly return or percentage tax..
- The applicable rate for late deliveries is one tenth (1/10) of one percent (1%) of the cost of the unperformed portion for everyday of delay.
- The Provincial Government of Pampanga reserves the right to accept or reject any quotation, and to annul the procurement process and reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/s.
- The PGP also reserves the right to waive any required formality in the proposals received, and select the proposal which it determine to be the most advantageous to the government.

| Item No. | Qty | Unit | Item Description | Unit Price | Total Price |
|----------|-----|------|--|------------|-------------|
| 1 | 5 | pcs | L TYPE EXECUTIVE SECRETARY TABLE Made of woodgrain top, thick particle board, plain front board with center drawer with lock 2 keys, mobile pedestal 3 layer central locking with 2 keys, w/ accessories/side table Dimension: Approx 120cm x 70 cm x 74 cm | | |
| 2 | 5 | pcs | STAFF CHAIR Mid back thick foam with arm, color black fabric, thick foam, steady tubular sled type steel feet, wide | | |

| No. | Qty | Unit | <u>Item Description</u> | Unit Price | Total Price |
|------------------------|-----|------|---|------------|-------------|
| | | | <p>TERMS OF REFERENCE:</p> <p>1. Printed document/material with the brand model/ specifications of the item/s being offered must be attached together with the quotation.</p> <p>2. The Procuring Entity reserves the right to conduct product testing/inspection to determine the fitness of the items being offered by perspective supplier.</p> <p>AFTER SALES SERVICE:</p> <p>1. Replacement of defective items within 24 hours upon notification of end user.</p> <p>SCHEDULE OF REQUIREMENTS:</p> <p>Delivery within Ten (10) calendar days upon receipt of PO/NOA.</p> | | |
| Total Lot Price | | | | | |

Note: The winning supplier shall submit a duly signed and notarized Omnibus Sworn Statement prior to notice of award.

THE BIDS AWARDS COMMITTEE:

Having carefully read and accepted your Terms and Conditions, including the technical specifications, I/We offer to supply/deliver the item/s as noted above.

 Supplier's authorized representative signature over printed name
 Designation: _____
 Contact No.: _____
 Email Address.: _____

 BAC CANVASSER

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