

REQUEST FOR QUOTATION

For: Supply and Delivery of Office Furniture and Fixtures for use in the Provincial Youth and Sports Development Office

Date: February 11, 2019

RFQ No.: NLONTOC-RFQ-042-2019

PR No.: 2019-2-328/2-7-19

PHILGEPS Ref. No.: 6010152

Name of Company

Complete Company Address

To whom it may concern:

Please quote your lowest price/s on the lot or item/s below, subject to General Conditions indicated herein, stating the shortest time of delivery and submit your quotation duly signed by your official representative not later than **February 18, 2019 at 5:00 PM to the BAC Office, 2/F Provincial Capitol Bldg., Brgy. San Agustin, Trece Martires City.**

Very truly yours,
RENATO A. ABUTAN
BAC-A Chairman

CANVASSERS'S CERTIFICATION

This is to certify that I have full knowledge, authority and responsibility in distributing and/or collecting the Request for Quotation in accordance to the guidelines in securing prices for the **Provincial Youth & Sports development Office** (Agency Name) of the Provincial Government of Cavite.

(Printed Name above Signature)
AUTHORIZED CANVASSER

PLEASE QUOTE: **PER ITEM**

BIDDER'S PROPOSAL BOX

No	ITEM DESCRIPTION (ITEM NAME & TECHNICAL SPECIFICATIONS)	QTY.	UNIT	APPROVED BUDGET OF CONTRACT (ABC)	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL	Delivery weeks /days
					Unit Price	Total Price		
	OFFICE FURNITURE AND FIXTURES			339,500.00				
	See Page 2 for Specification							
	TOTAL			339,500.00				

- GENERAL CONDITIONS**
1. All entries must be legible;
 2. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, BIR Certificate, etc.);
 3. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:
Your Company Name
RFQ No.
PR No.
PHILGEPS Reference No.
 4. Delivery period must be at least within _____ calendar days from date of the Notice to Proceed (Indicate the days of delivery in the Bidder's Proposal box)
 5. Item/s delivered must have warranties for unit replacements, parts, labor or other services;
 6. Price validity shall be for a period of three(3) months;
 7. Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract(ABC);
 8. If Bid is accepted, the supplier undertakes to provide a performance security in the form, amounts, and within the times specified in the Revised IRR of R.A. 9184;
 9. It is understood that the Provincial Government of Cavite is not bound to accept the Lowest Calculated Bid or any Bid it may receive.
 10. Transaction with the Provincial Government of Cavite shall mean compliance by the winning bidder with the bid and delivery requirements before the issuance of check payment;
 11. Failure to comply with these conditions shall mean disqualification of your bid proposal

**SUPPLIER/CONTRACTOR/CONSULTANTS
CERTIFICATION**

Date: February 18, 2019

After having carefully read and accepted Your General Conditions, I/We quote you on the item/s at price/s noted above for immediate delivery and shipment which can be made in _____ days from receipt of the Notice To Proceed.

Print Name & Signature of
Authorized Representative

Company Tel./Fax/Mobile No.

Company Tax Identification No. (TIN)

Please attached:
COR- Certificate of Registration (BIR)

507 2/11

Page 2 of Request for Quotation for Supply and Delivery of Office Furniture and Fixtures for use in the Provincial Youth and Sports Development Office

PLEASE QUOTE: PER ITEM

BIDDER'S PROPOSAL BOX

No	ITEM DESCRIPTION (ITEM NAME&TECHNICALSPECIFICATIONS)	QTY.	UNIT	APPROVED BUDGET OF CONTRACT (ABC)	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL	Delivery weeks /days
					Unit Price	Total Price		
	Clas Shelf Box 15"x10.5"x14"	2	pcs	900.00				
	Computer Table	12	pcs	139,200.00				
	Gear x Banner 24" x 60"	2	pcs	4,000.00				
	Manual Recliner Chair (Brown)	4	pcs	37,200.00				
	High Back PU Office Chair (Brown)	1	pc	11,600.00				
	Mobile Long Side Cabinet	1	pc	5,800.00				
	Office Staff Chair with Armrest Fabric Finish	10	pcs	70,000.00				
	4D Filing cabinet YD-D4A	3	pcs	30,000.00				
	Filing cabinet DD3A	2	pcs	26,800.00				
	Waiting Chair with Foam	2	pcs	14,000.00				
	nothing follows							
	TOTAL			339,500.00				

Company Name.

Address

Print Name & Signature of
Authorized Representative