

REQUEST FOR QUOTATION

FOR THE SUPPLY AND DELIVERY OF VARIOUS SUPPLIES TO BE USED IN SANGGUNIANG PANLALAWIGAN

Date: October 2, 2020

RFQ No.: NLONTOC-RFQ-234-2020

PR No.: 2020-9-2060/09-21-2020

PHILGEPS Ref. No.:

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 **October 8, 2020 at 5:00 PM** to the **BAC Office, 2/F Provincial Capital Bldg., Bray, San Agustin, Trece Martires City.**

Very truly yours,
RENATO CABUTAN
BAC-A Chairman

PLEASE QUOTE: **PER ITEM**

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 **Sangguniang Panlalawigan Office of the Provincial Government of Cavite.**

(Printed Name & Signature)
AUTHORIZED CANVASSER

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 (days/weeks)
					Unit Price	Total Price		
1	Coffee 3-in-1 28g x 30's	20	PACKS	3,960.00				
2	Coffee Creamer 5g 48's	20	PACKS	2,000.00				
3	Coffee 3-in-1 Creamy White 28g	20	PACKS	4,100.00				
4	Coffee Blanca 30g x 30's	10	PACKS	2,420.00				
5	Coffee Black 25g x 30's 3-in-1	10	PACKS	2,200.00				
6	White Sugar	20	KILOS	1,160.00				
7	Washed Sugar	16	KILOS	896.00				
8	Coffee White Crema 30g x 10's	20	PACKS	1,380.00				
9	Kaibigan Lengua	60	JARS	13,800.00				
10	Kaibigan Sopas Tanza	60	JARS	14,700.00				
11	Jacobina's 10's	100	PACKS	10,000.00				
12	Muscovado Sugar 200g	100	PACKS	6,500.00				
13	Alfonso de Tablea 200g	100	PACKS	8,200.00				
14	Delfa's 7-in-1 Turmeric Salabat 350g	100	JARS	29,000.00				
	Nothing Follows							
	TOTAL			100,316.00				

GENERAL CONDITIONS

1. All entries must be legibly handwritten or typewritten;
2. Bidders must submit necessary business permits (SEC, LGU, DTI, CDA, BIR Certificate, etc.) and PhilGEPS Online Registration/Certification;
3. Place this RFQ in a sealed envelope and type the following details on the face of the envelope:
 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 with 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/CONSULTANT'S CERTIFICATION

Date: _____

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.

Printed Name & Signature
of Authorized Representative

Company Tel./Fax/Mobile No.

Company Tax Identification No. (TIN)

*Attach Certificate of Registration (BIR)

RECEIVED

10/10
9:20:20

3/6 9/25



**REPUBLIC OF THE PHILIPPINES
PROVINCE OF CAVITE**

**BIDS AND AWARDS COMMITTEE
GOODS, SERVICES, & CONSULTANCY (BAC-A)**

**SUPPLY AND DELIVERY OF VARIOUS SUPPLIES TO BE USED IN SANGGUNIANG
PANLALAWIGAN**

Area of Delivery	:	Cavite
Trade Agreement	:	Implementing Rules and Regulations
Procurement Mode	:	Negotiated Procurement – Small Value Procurement
Classification	:	Goods
Category	:	General Merchandise
Approved Budget for the Contract	:	P 100,316.00
Date Published	:	October 2, 2020
Closing Date	:	October 8, 2020, 5:00 PM BAC Office, Provincial Capitol Building Trece Martires City
Contact Person	:	JERELA BIELLE A. AUSTRIA ADMINISTRATIVE AIDE VI Provincial Capitol Bldg., Brgy. San Agustin Trece Martirez City Cavite Philippines 4109 63-46-4191181 abbiaustria@gmail.com

ITEM DESCRIPTION

1.	20	PACKS	Coffee 3-in-1 28g x 30's
2.	20	PACKS	Coffee Creamer 5g 48's
3.	20	PACKS	Coffee 3-in-1 Creamy White 28g
4.	10	PACKS	Coffee Blanca 30g x 30's
5.	10	PACKS	Coffee Black 25g x 30's 3-in-1
6.	20	KILOS	White Sugar
7.	16	KILOS	Washed Sugar
8.	20	PACKS	Coffee White Crema 30g x 10's
9.	60	JARS	Kaibigan Lengua
10.	60	JARS	Kaibigan Sopas Tanza
11.	100	PACKS	Jacobina's 10's
12.	100	PACKS	Muscovado Sugar 200g
13.	100	PACKS	Alfonso de Tablea 200g
14.	100	JARS	Delfa's 7-in-1 Turmeric Salabat 350g

Other Information

Checklist for Alternative Mode of Procurement

1. Valid DTI Business Name Registration and/or SEC or CDA Certificate
2. Valid Mayor's Permit
3. PhilGEPS Online Registration
4. BIR Certificate
5. Authority of Signing Official and/or Representative
 - a. Special Power of Attorney if single-proprietorship or Partnership (N/A if representative is the owner or general partner)
 - b. Notarized Secretary's Certificate with attached Board Resolution if corporation or cooperative
 - c. Photocopy of two (2) valid ID's of authorizing officer and representative
6. All prospective bidders are required to get the original signed copy of Request for Quotation at the BAC Office, Provincial Capitol Bldg., Brgy. San Agustin, Trece Martires City for submission together with the eligibility requirements on or before the closing date.
7. Other documents as may be required.