

REQUEST FOR QUOTATION

For: Rental Services for Multi-Function Printing for the Provincial Government of Cavite and Provincial Health Offices

Date: December 22, 2020

RFQ No.: nlontoc-RFQ-299-2020

PR No.:

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 **December 28, 2020 at 5:00 PM** to the **BAC Office**.

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 **General Services Office** 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&TECHNICALSPECIFICATIONS)	QTY.	UNIT	APPROVED BUDGET OF CONTRACT (ABC)	FINANCIAL PROPOSAL (Indicate the Price Offer)		TECHNICAL PROPOSAL	Delivery weeks /days
					Unit Price	Total Price		
	Printer Rental (January- March 2020) *3 months							
	Bacoor District Hospital (BDH)	1	unit	5,550.00				
	Bids and Awards Committee (BAC)	1	unit	5,550.00				
	CarSIGMA	1	unit	5,550.00				
	Cavite Center for Mental Health (CCMH)	2	unit	11,100.00				
	GEAMH	1	unit	5,550.00				
	PHO-PESU	2	unit	11,100.00				
	General Services Office (GSO)	5	unit	27,750.00				
	See page 2 for the continuation							
	SUB-TOTAL							

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:
Your Company Name
RFQ No.
PR No.
PHILGEPS Reference No.
4. Delivery period must be at least within _____ calendar days from receipt 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. The Provincial Government of Cavite reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with the provisions of RA 9184, without thereby incurring any liability to the affected bidder or bidders.
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: _____

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)

***Attach Certificate of Registration (BIR)**

3:14
12/22/20

4/11 12/24

Page 2 of Request For Quotation for the Rental Services for Multi-Function Printing for the Provincial Government of Cavite and Provincial Health Offices

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 (days/weeks)
					Unit Price	Total Price		
	Korea-Philippines Friendship Hospital Dietary Department	1	unit	5,550.00				
	Provincial Accounting Office	1	unit	5,550.00				
	Provincial Budget Office	1	unit	5,550.00				
	Provincial Cooperative, Livelihood and Entrepreneurial Office (PCLEDO)	1	unit	5,550.00				
	Provincial Housing Development and Management Office	1	unit	5,550.00				
	Provincial Planning and Development Office (PPDO)	1	unit	5,550.00				
	Provincial Population Office	1	unit	5,550.00				
	Provincial Public Employment and Services Office	1	unit	16,650.00				
	Provincial Social Welfare and Development Office	3	unit	11,100.00				
	Provincial Tourism Office	2	unit	11,100.00				
	Provincial Treasurer's Office	2	unit	5,550.00				
	Provincial Veterinary Office	1	unit	5,550.00				
	Provincial Jail Office	1	unit	16,650.00				
	Road Safety Division	3	unit	5,550.00				
	Office of the Provincial Vice Governor (OPVG)	1	unit	22,200.00				
	Provincial Disaster Risk Reduction and Management Office (PDRRMO)	4	unit	11,100.00				
	Provincial Legal Office	2	unit	5,550.00				
	PHO-Sampaloc Birthing Home	1	unit	5,550.00				
	Provincial Government-Environment & Natural Resources Office (PG-ENRO)	1	unit	5,550.00				
	Nothing Follows							
	TOTAL			238,650.00				

Company Name

Address

Printed Name & Signature
of Authorized Representative