



# REQUEST FOR QUOTATION

## For the Delivery of Various Supplies for the Cavite Quality Management Office

\_\_\_\_\_  
*Name of Company*

\_\_\_\_\_  
*Complete Company Address*

Date: August 12, 2021

RFQ No.: NLONTOC-RFQ-111-2021

PR No.: 2021-8-831/ 08-05-2021

PHILGEPS Ref. No.: 7914361

**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 August 18, 2021 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 Office of the Provincial Governor of the Provincial Government of Cavite.

\_\_\_\_\_  
 (Printed Name & 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 (days/weeks)
					Unit Price	Total Price		
1	Coffee 3 in 1 20g 30's	32	pack	6,400.00				
2	Coffee Creamer 5g 48's	40	pack	4,000.00				
3	Chocolate Drink Nutri-up 24g 12's	64	pack	11,520.00				
4	Sugar white	24	kilo	1,680.00				
5	Sugar Washed	24	kilo	1,392.00				
6	Coffee brown 27.5g x 30's	32	pack	8,064.00				
7	Coffee Blanca 27.5g x 30's	32	pack	7,872.00				
8	Muscovado Sugar ¼ kg	50	pack	2,900.00				
9	Pahimis Coffee in Jute Sack 454g	50	pack	11,000.00				
10	ESL Downlight Mount 3"	10	pc	3,360.00				
11	External Hard Drive 1TB	3	pcs	13,221.00				
12	Laminating Machine Heavy Duty	1	pc	5,104.00				
13	LED Bulb 3w	30	pcs	3,000.00				
	**Nothing Follows**							
	<b>TOTAL</b>			<b>79,513.00</b>				

- GENERAL CONDITIONS**
- All entries must be legibly handwritten or typewritten;
  - Bidders must submit necessary business permits (SEC, LGU, DTL, CDA, BIR Certificate, etc.) and PhilGEPS Online Registration/Certification;
  - 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.
  - 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)
  - Item/s delivered must have warranties for unit replacements, parts, labor or other services;
  - Price validity shall be for a period of three(3) months;
  - Quoted prices must be inclusive of taxes, and other charges or fees and shall not exceed the Approved Budget for the Contract (ABC);
  - 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;
  - It is understood that the Provincial Government of Cavite is not bound to accept the Lowest Calculated Bid or any Bid it may receive;
  - 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;
  - 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)**