

REQUEST FOR QUOTATION

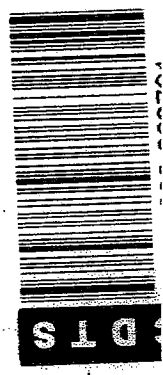
For: Supply and delivery of various supplies for use of different schools in the Division of Cavite

Date: December 1, 2021

RFQ No.: NLONTOC-RFQ-197-2021

PR No.: 2021-11-D-017/ 11-10-2021

PHILGEPS Ref. No.: 8245981



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 6, 2021 at 5:00 PM** to the **BAC Office, 2/F Provincial Capitol Bldg., Brgy. San Agustin, Trece Martires City.**

Very truly yours,

RENATA A. ABUTAN
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 **Department of Education of the Provincial Government of Cavite.**

(Printed Name & Signature)
AUTHORIZED CANVASSER

No	ITEM DESCRIPTION (Item Name & Technical Specifications)	QTY	UNIT	APPROVED BUDGET OF CONTRACT (ABC)	BIDDER'S PROPOSAL BOX		TECHNICAL PROPOSAL	DELIVERY (days/weeks)
					Unit Price	Total Price		
1	Heavy duty digital laminating machine	9	pcs	67,500.00				
2	Laminating film roll	10	pcs	18,000.00				
3	Ring binder machine	10	pcs	40,000.00				
4	Paper cutter	20	pcs	13,900.00				
5	Velcro fastener (5pcs each school)	50	sets	10,000.00				
6	Ring binder plastic (5 pcs each school)	50	sets	25,000.00				
7	Crayola Washable Markers (2 boxes, SPED)	40	boxes	40,000.00				
8	Dressing wooden frame (3 sets)	29	sets	46,400.00				
9	Kinetic sand set	30	sets	12,000.00				
10	Stylus and slate (5 sets/SPED)	25	sets	35,000.00				
See page 2 for the continuation								
TOTAL								

GENERAL CONDITIONS

1. All entries must be legibly handwritten or typewritten;
2. Bidders must submit the required documents as follows:
 - a) Valid DTI-Business Name Registration and/or SEC or CDA Certificate
 - b) Valid Mayor's Permit
 - c) PhilGEPS Online Registration
 - d) BIR Certificate
 - e) Authority of Signing Official and/or Representative
 1. Special Power of Attorney if single-proprietorship or Partnership (N/A if representative is the owner or general partner)
 2. Notarized Secretary's Certificate with attached Board Resolution if corporation or cooperative
 3. Photocopy of two (2) valid ID's of authorizing officer and representative
 - f) 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.
 - g) Notarized omnibus sworn statement.
 - h) Other required documents.
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 7 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/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)**

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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		
11	Braille paper ream	3	reams	6,900.00				
12	Peg board (3 sets per SPED)	30	sets	90,000.00				
13	Wooden sand paper letters	10	sets	26,000.00				
14	Sand paper letter cursive	10	sets	39,000.00				
15	Lock box toy memory board (2 sets/ SPED)	10	sets	37,980.00				
16	Busy board sensory (2sets/SPED)	12	sets	9,600.00				
17	Wooden movable alphabet	20	sets	31,980.00				
18	Heavy duty stapler	20	pcs	26,000.00				
19	Cognitive lacing beads	20	sets	10,000.00				
20	Shape and color sorter	21	sets	8,400.00				
21	Talking calculator	5	pcs	3,750.00				
22	Pencil grip holder	21	boxes	2,730.00				
Nothing Follows								
TOTAL				600,140.00				

Company Name

Address

Printed Name & Signature
of Authorized Representative