

REQUEST FOR QUOTATION



FOR: SUPPLY AND DELIVERY OF FOOD SUPPLIES FOR TOURISM PROMOTION OF THE PROVINCIAL TOURISM AND CULTURAL AFFAIRS OFFICE

Name of Company

Date: March 2, 2023

RFQ No.: NLONTOC-RFQ-038-2023

Complete Company Address

PR No.: 2023-2-412/ 2-23-2023

PHILGEPS Ref. No.: 9526915

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 **March 8, 2023 at 5:00 PM to the BAC Office, 2/F Provincial Capitol Bldg., Brgy. San Agustin, Trece Martires City.**

Very truly yours,

GILBERT M. GANDIA
Acting BAC 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 Provincial Tourism and Cultural Affairs Office of the Provincial Government of Cavite.

(Printed Name & Signature)
AUTHORIZED CANVASSEER

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	Silcafe House Blend (250g)	50	pcs	13,050.00				
2	Table Batirool- Sikolate 50% Dark Chocolate	50	pcs	5,250.00				
3	Tableya de Amadeo (140g)	50	pcs	5,800.00				
4	Muscivado sugar (1/4kg)	50	pcs	2,650.00				
5	Jacobina	50	pcs	5,000.00				
6	Carmona Clock (18 inches)	20	pcs	8,120.00				
7	Promotional T-shirt	100	pcs	25,000.00				
8	Windel round coaster (3.5" diameter)	100	pcs	8,200.00				
9	White mug with print	100	pcs	15,000.00				
10	Corrugated box CB6(9x6x3 inches)	100	pcs	3,800.00				
11	Kraft paper (63gsm)	100	pcs	1,800.00				
	Nothing Follows							
	Total			93,670.00				

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