



Republic of the Philippines  
Department of Justice  
**BUREAU OF CORRECTIONS**  
City of Muntinlupa

**REQUEST FOR QUOTATION # SAPP 10**

Date: \_\_\_\_\_

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Business Permit No.: \_\_\_\_\_

TIN No.: \_\_\_\_\_

Please quote your best offer for the item/s described below, subject to the Terms and Conditions as stated hereunder.

- a.) Bidders shall provide correct and accurate information required in this form.
- b.) Bidders may quote for any or all the items.
- c.) Price quotation/s must be valid for a period of *Thirty (30) calendar days* from the date of submission.
- d.) Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- e.) Quotations exceeding the Approved Budget for the Contract shall be rejected.
- f.) Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
- g.) Any alterations, erasures or overwriting shall be valid only if they are signed or initiated by you or any of your duly authorized representative/s.
- h.) The item/s shall be delivered within **ten (10) calendar days** from receipt of approved purchase order.
- i.) The BuCor shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- j.) Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The BuCor shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.
- k.) Bidders shall submit the required documents together with their bid price in a sealed envelope

The required documents to be submitted with their bid price in a sealed envelope are as follows:

- a.) Certified True Copy of Valid & Current Business License
  - a.1.) DTI/SEC Registration
  - a.2.) Valid & Current Mayors Permit
- b.) Certified True Copy of Audited Financial Statement stamped received by BIR
- c.) Certified True Copy of Valid & Current Tax Clearance
- d.) Certified True Copy of Valid & Current PhilGEPS Registration
- f.) Bidders who are registered in the BuCor Suppliers Registry need not to submit the aforementioned requirements

NOTE:

BIDDERS STATEMENT OF COMPLIANCE \_\_\_\_\_  
Signature over Printed Name

Submit your sealed quotation duly signed by you or your duly representative not later than June 26, 2014 at the BAC Office, Bureau of Corrections at 10:00 A.M. Late submission of bids shall be rejected.

**LARRY A. HARI**  
OIC, Logistics Division