



Republic of the Philippines  
Department of Justice  
**BUREAU OF CORRECTIONS**  
**LEYTE REGIONAL PRISON**  
Abuyog, Leyte



## **BIDS AND AWARDS COMMITTEE**

December 10, 2019

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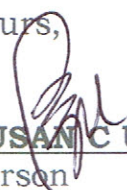
Sir/Madam,

The Leyte Regional Prison now invites suppliers/distributors/manufacturers with technical, legal and financial capability for Supply & Delivery of PDL Hygiene Kits and Laundry Soap (4<sup>th</sup> Quarter 2019) – Negotiated Procurement – Two Failed Biddings, amounting to Four Hundred Thirty Thousand Nine Hundred Twenty Pesos only (P430,920.00) being the Approved Budget for the Contract (ABC). Delivery of the Goods is required fifteen (15) calendar days upon receipt of Notice to Proceed.

Interested bidders may obtain further information from Leyte Regional Prison during 8:00 AM to 5:00 PM, Monday to Friday from December 10, 2019 to December 16, 2019@10:55am. Interested bidders may pay in the amount of P500.00.

The Negotiation shall be on December 16, 2019@11:00am at Conference Room, Administration Building, Leyte Regional Prison, Brgy. Cagbolo, Abuyog, Leyte. Late comers shall not be entertained.

Very truly yours,

  
**CTSSUPT SUSAN C URGEL, MD**  
BAC Chairperson



**REQUEST FOR QUOTATION # BID2019-018**  
**NEGOTIATED PROCUREMENT – TWO FAILED BIDDINGS**  
**SUPPLY & DELIVERY OF PDL HYGIENE KITS AND LAUNDRY SOAP (4<sup>TH</sup> QUARTER 2019)**

Date: December 10, 2019

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

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

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 *shall quote for all the items*.
- c.) Price quotation/lot must be valid for a period of *One Hundred Twenty (120) 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.) Quotation exceeding the *Approved Budget for the Contract (ABC)* shall be rejected.
- f.) Award of contract shall be made to the *lowest quotations* 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.) All items shall be delivered within *ten (10) calendar days* from receipt of approved purchase order.
- i.) The BuCor-LRP shall have the right to inspect and/or to test the goods to confirm its conformity to the *technical specifications*.
- j.) *Liquidated damages* equivalent to one tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The BuCor-LRP 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* indicating supplier's name and name of project.

**REQUIREMENTS TO BE SUBMITTED**

- Proof of Authority	- Net Financial Contracting Capacity (NFCC)
- PhilGeps Certificate of Registration	- Bid Securing Declaration
- Audited Financial Statements	- Schedule of Requirements & Technical Bid Form
- Business/Mayor's Permit	- Omnibus Sworn Statement
- Certified True Copy of valid and current Registration Certificate from the Securities and Exchange Commission (SEC) including Articles of Incorporation, Department of Trade and Industry (DTI) for sole proprietorship, or Cooperative Development Authority (CDA) for cooperative	- Latest Income and Business Tax Return filed thru Electronic Filing and Payment System (EFPS) duly validated with the tax payments made thereon also refers to the Value Added tax (Form 2550M and 2550Q) or Percentage Tax Returns (Form 2551M) covering the previous six (6) months prior to submission and opening of bids.
- Tax Clearance	

**NOTE:**  
**BIDDERS STATEMENT OF COMPLIANCE ON THE TERMS & CONDITIONS AND REQUIREMENTS AS STATED ABOVE**

\_\_\_\_\_  
Signature over Printed Name  
Authorized Representative / Sole Proprietor

Quotation duly signed by you or your duly representative, \_\_\_\_\_ day of December, 2019 at the Office of the BAC/BAC Secretariat, Leyte Regional Prison, Abuyog, Leyte.

**CTS01 RAIMOND J CAMPILIS**  
Lead Secretariat

After having carefully read and accepted the Terms and Conditions, I/we submit our quotation/s for the item/s as follows:

**REQUEST FOR QUOTATION # BID2019-017**  
**NEGOTIATED PROCUREMENT – TWO FAILED BIDDINGS**  
**SUPPLY & DELIVERY OF PDL HYGIENE KITS AND LAUNDRY SOAP (4<sup>TH</sup> QUARTER 2019)**

ABC: ₱430,920.00

Qty.	Unit	Description	ABC	Unit Price	Offered Quotation
162	Boxes	Laundry Soap	₱131,220.00		
1900	Pcs.	Tooth Paste	₱119,700.00		
2000	Pcs.	Bath Soap	₱70,000.00		
2000	Pcs.	Tooth Brush	₱70,000.00		
2000	Pcs.	Face Towel	₱40,000.00		

\_\_\_\_\_  
*Signature Over Printed Name of Sole Proprietor or Representative*

Telephone No: \_\_\_\_\_

Mobile No.: \_\_\_\_\_

Email Add: \_\_\_\_\_