

Republic of the Philippines Department of Justice BUREAU OF CORRECTIONS SABLAYAN PRISON AND PENAL FARM Occidental Mindoro



REQUEST FOR QUOTATION

"SUPPLY & DELIVERY OF 4TH QUARTER SCHOOL SUPPLIES FOR TRAINING AND EDUCATION SECTION -1 LOT"

	Date:
	RFQ No: <u>SPPF2021-PR. 278</u>
Name of Company:	
Address:	
Name of Store/Shop:	
Address:	
Business Permit No.:	
TIN No.:	
PhilGEPS Registration No.: (required)	

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 per lot.
- 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/lot, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- e.) Quotation exceeding the Approved Budget for the Contract shall be rejected.
- f.) Award of contract shall be made to the lowest quotation/lot (for goods and infrastructure) or, the highest rated offer/lot (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.) All items shall be delivered within seven (7) calendar days from the receipt of approved Notice to proceed (NTP).
- i.) The BuCor-SPPF 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-SPPF 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.
- I.) Submission thru e-mail and fax of your quotation will not be entertained/accepted. Send your sealed quotation thru mail or submit it personally at the address hereunder provided.

REQUIREMENTS TO BE SUBMITTED

- 1. Certified True copy of Valid & Current Mayor's/Business Permit
 - a. Valid & Current Mayors Permit
 - b. Valid & Current Business Permit
- 2. Certified True copy of Valid & Current PhilGEPS Registration Number
- 3. Bidders who are registered in BuCor-SPPF Suppliers Registry with updated record need not to submit the aforementioned requirements.

NOTE:

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

Signature over Printed Name of Authorized Representative / Sole Proprietor

Submit your sealed quotation duly signed by you or your duly representative not later than **DECEMBER 13, 2021** at the BAC Office, Bureau of Corrections – Sablayan Prison and Penal Farm at **9:00 A.M.** Late submission of bids shall be rejected.

CCI ANGELITO DONAPITAN BAC Chairperson

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 #SPPF2021-PR.238

Procurement Project	Approved Budget for the Contract (ABC)
"SUPPLY & DELIVERY OF OFFICE SUPPLIES FOR 3RD QUARTER OF 2021 – 1 LOT"	Seventy Two Thousand Seven Hundred Ten Pesos (Php. 72,710.00)

QTY	UNIT	DESCRIPTION	Compliance to the Technical specifications (Please check)		Approved Budget of the Contract (ABC)/Lot	Offered Quotati on Per Unit	Offered Quotation Per <u>Unit</u> X <u>Quantity</u>	TOTAL Offered Quotation/L ot
			YES	NO				
300	PCCS	BLACK BALLPEN						
300	PCSC	PENCIL						
8	вох	BOND PAPER "LEGAL" 7- GSM						
2	вох	BOND PAPER "A4" 70 GSM						
3	вот	BLACK INK (BTD 60 – BROTHER)						
1	ВОТ	YELLOW INK (BTD 5000 – BROTHER)						
_		CYAN INK (BTD – 5000 –						
1	вот	BROTHER)			Php. 72,710.00			
	BOT	MAGENTA INK (BTD5000 –						
1		BROTHER)						
		T-SHIRTS "ROUND NECK"						
		(20PCS – XXL; 130 PCS –						
		LARGE; 150PCS –						
300	PCS	MEDIUM)						
200	PCS	CLEAR BOOK						
	QUAR							
4	Т	TEXTILE PAINT (RED)						
	QUAR							
4	Т	TEXTILE PAINT (GREEN)						
	QUAR							
4	T	TEXTILE PAINT (BLUE)						
	QUAR							
4	T	TEXTILE PAINT (BLACK)						
2	MTR	SCREEN MESH #120						
		X-X-X-X-X-X-X-X						
	1							

SIGNATURE OVER PRINTED NAME OF REPRESENTATIVE OR SOLE PROPRIETOR
POSITION/DESIGNATION:
OFFICE TELEPHONE NO:
MOBILE PHONE NO./FAX NO.:
EMAIL ADDRESS/ES: