

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

Occidental Mindoro



REQUEST FOR QUOTATION

SUPPLY AND DELIVERY OF MATERIALS FOR 1ST QUARTER SCHOOL SUPPLIES FOR **EDUCATION AND TRAINING SECTION**

	Date:
	RFQ No: <u>SPPF2024-PR.033</u>
Name of Company:	
Address:	
Name of Store/Shop:	
Address:	
Business Permit No.:	
TIN No.:	
PhilGEPS Registration No.: (required)	
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Please quote your best offer for the item/s described below, subject to the Terms and Conditions as stated hereunder.

- Bidders shall provide correct and accurate information required in this form.
- **b.**) Bidders shall **quote per lot.**
- Price quotation/lot must be valid for a period of One Hundred Twenty (120) calendar days from the date of c.) submission.
- d.) Price quotation/lot, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable.
- Quotation exceeding the Approved Budget for the Contract shall be rejected. e.)
- 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.
- 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.
- All items shall be delivered within thirty (30) calendar days from the receipt of approved Notice to proceed (NTP).
- The BuCor-SPPF shall have the right to inspect and/or to test the goods to confirm its conformity to the technical specifications.
- 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.
- 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

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

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 April 29, 2024, at the BAC Office, Bureau of Corrections - Sablayan Prison and Penal Farm at 9:00 A.M. Late submission of bids shall be rejected.

> CI ROLANDO P CEDEÑO **BAC Chairperson**

REQUEST FOR QUOTATION #SPPF2024-PR. 033

Procurement Project					Approved Budget for the Contract (ABC)						
SUPPLY AND DELIVERY OF MATERIALS FOR 1ST					1ST	One Hundred Sixty-Four Thousand					
		SCHOOL SUPPLIES FOR E				•					
QU	TRAINING SECTION				Five Hundred Seventy-Two (PHP. 164,572.00)						
			Com	pliance	A 3	1 D 14 -6	_		TOTAL		
QTY	UNIT	DESCRIPTION		the		l Budget of	Offered Quotatio	Offered Quotatio	TOTAL Offered		
QII	UNII	DESCRIPTION	Technical specification s (Please		pecification (ABC)/Lot		n Per	n Per	Quotation/		
							Unit	Unit X	Lot		
								Quantity			
			YE	neck) NO							
			S	110							
100	Box	Ball pen (black) HBW 2000									
20	Box	Ball pen (Red) BHW 2000									
24	Pc	Correction Tape			PHP. 16	54,572.00					
100	Box	Pencil									
12	Box	Bond Paper A4									
12	Box	Bond Paper Legal									
30	Box	Chalk White 100 per box									
40	Pc	Chalk Board Eraser									
100	Pc	Clear Book									
30	Pad	Yellow Paper Pad									
6	Jar	Glue All Purposed 200 gms									
12	Box	Staple Wire #35									
12	Box	Paper Clip (Big)									
	Pc										
2		Paper Puncher									
12	Pc	Recor Book 150 pages									
6	Roll	Scotch Tape #2									
1	Roll	Cloth Canvass									
2	Pails	Acrylic Paint (white)									
_		Tinting Color (Hanza									
4	Ltr	Yellow)									
4	Ltr	Tinting Color (Thalo Blue)									
4	Ltr	Tinting Color (Thalo Red)									
4	Ltr	Tinting Color (Thalo Red)									
2	Gal	Emulsion									
50	pc	Scissors									
3	Pc	Stapler (Heavy Duty)									
50	Pc	Ruler									
		School Uniform (T-shirt w/									
160	Pc	Print)									
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SIGNATURE OVER PRINTED NAME OF REPRESENTATIVE OR SOLE PI	ROPRIETOR
POSITION/DESIGNATION:	
OFFICE TELEPHONE NO:	
MOBILE PHONE NO./FAX NO.:	
EMAIL ADDRESS/ES:	