



REQUEST FOR QUOTATION
(GOODS)

PR No. : 2019-03-1184
 PR Date : -
 END-USER : Assistant Secretary for Administration
 ABC : 27,260.00

Mode of Procurement : Shopping
 RFQ No. : AMP-RFQ-2019-177
 Date Prepared : 18 Jul 19
 Closing Date : 22 Jul 19
 Closing Time : 10:00 AM

Sir/Madam

Please submit your quotation for the procurement project as stated below duly signed by the authorized representative of your company not later than the closing date and time at the Procurement Management Section (PrMS), PSMD.

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	DENR ABC	SUPPLIER'S QUOTED PRICE	
					UNIT PRICE	TOTAL
Purchase of Furniture & Fixtures for Official use of Assistant Secretary for Administration Office						
1	Visitor's Chair	2	pcs	27,260.00		
2	Water Glass (Ocean Fine Drink)	6	pcs			
3	Plates	6	pcs			
4	Spoon (1.7mm) 4pcs per set	2	set			
5	Fork (1.7mm) 4pcs per set	2	set			
6	Bowl	3	pcs			
7	Serving Plate	2	pcs			
8	Serving Tray Large	2	pcs			
9	Coaster	6	pcs			
10	Teaspoon (1.2mm) 6pcs per set	2	set			
11	Towel Handle	1	pc			
12	Mirror (0.80 x 1.20)	1	pc			
13	Glass Shelf	1	pc			
TOTAL						

- Note** : 1) Please fill in Supplier's Proposal and submit the form to PrMS.
 2) Quotation must be compliant with the requirements of the project, including the technical specifications.
 3) Terms and Conditions are specified at the 3rd page of this RFQ.

Completion period is required within **fifteen (15) calendar days from receipt of Notice to Proceed.**

In view of this, please also submit the following documents:

- 1) Duly conformed Terms of Reference/Technical Specifications (if any, as attached)
- 2) Duly filled up Technical Proposal Form (if any, as attached)
- 3) Valid and current Business/ Mavor's Permit for CY 2019
- 4) PhilGEPS Registration Number/Certificate of Registration
- 5) Income/Business Tax Return for ABC above PhP500,000.00
- 6) Omnibus Sworn Statement for ABC above PhP 50,000.00

Failure to submit/comply with all requirements stated above shall automatically be disqualified.

Should your company be interested, you may submit your proposal at PrMS-PSMD, DENR Main Building and/or thru email at procurementdenrco@gmail.com and/or fax number 926-26-75.

For further inquiries, you may coordinate with Ms. Marian R. Ada Cruz/Mr. Lamberto S. Ramos at the same contact details.

DENR reserves the right to reject any and all proposals, declare failure, or not award the contract at any time prior to contract award in accordance with Section 41 of RA 9184 of its IRR without thereby incurring any liability to the affected supplier.

MARIAN R. ADA CRUZ (sgd)
 Chief, Procurement Management Section, PSMD

KINDLY PROVIDE DETAILS BELOW AS A SIGN OF CONFORME TO THE REQUIREMENTS AS SPECIFIED ABOVE

NAME OF COMPANY _____

(SIGNATURE OVER PRINTED NAME OF THE AUTHORIZED REPRESENTATIVE)

ADDRESS :

Designation : _____
 Date : _____
 Contact Details
 Email Add : _____
 Telefax No. : _____
 Mobile No. : _____

TERMS AND CONDITIONS

1. Service Providers shall provide correct and accurate information required in this form
2. Service Providers may quote for any or all items, unless otherwise stated.
3. Price quotation/s must be valid for a period of sixty (60) calendar days from the closing date.
4. Price quotation/s, to be dominated in Philippine Pesos shall include all taxes, duties and/or levies payable.
5. Price quotations exceeding the Approved Budget for the Contract shall be rejected.
6. Award of Contract shall be made to the lowest calculated and responsive quotation which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures or overwriting shall be valid only if they are initialed by the authorized representative of the Service Provider.
8. The item/s and/or services shall be delivered according to the requirements specified herein/attached Terms of Reference.
9. The DENR shall have the right to review/examine submissions relative to the project to confirm conformity to the project requirements.
10. Warranty shall cover the following:
 - a) Minimum period of three (3) months, in the case of Expendable Supplies after acceptance of the deliveries by the DENR authorized signatory.
 - b) Minimum period of one (1) year (unless otherwise stated), in case the of Non-Expendable Supplies after acceptance of the deliveries by the DENR authorized signatory.
11. Payment shall be made in accordance with the Terms of Conditions of the Contract.
12. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed completion period shall be imposed per day of delay. The DENR may 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.