



REQUEST FOR QUOTATION

PR No. :	2019-09-3278	Mode of Procurement	:	Shopping
PR Date :	September 10, 2019	RFQ No.	:	AMP-RFQ-2019-359
END-USER :	DIR LEGAL	Date Prepared	:	16 Oct 19
ABC :	10,000.00	Closing Date	:	21 Oct 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	Brand/Model Being Offered	DENR ABC	SUPPLIER'S QUOTED PRICE	
						UNIT PRICE	TOTAL PRICE
	Supply and Delivery of Book Shelves Specifications: •Type: Book Shelf •Color: White •No. of Shelves: 6 •Materials: Metal	2	pcs		10,000.00		
TOTAL							

- Notes** :
- 1) Please fill in Supplier's Quoted Price 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 2nd page of this RFQ.

Quotation received in excess of the ABC shall automatically be rejected.

Delivery must be completed within **fifteen (15) Calendar days** from receipt of Notice to Proceed (NTP)

In view of this, please also submit the following documents together with the duly signed Quotation:

- 1) Duly filled up DENR Request for Quotation (RFQ) Form
- 2) PhilGEPS Registration Number/Certificate of Registration
- 3) Valid and current Business/ Mayor's Permit for CY 2019
- 4) Brochure and/or Technical Data Sheet of the item being offered showing compliance to the required technical specifications.

Failure to submit/comply 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 procurementdenrc@gmail.com and/or fax number 926-26-75. For further inquiries, you may coordinate with Ms. Dianne G. Ibias/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.

DIANNE G. IBIAS (sgd)

OIC Chief, Procurement Management Section-PSMD

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

NAME OF COMPANY _____

ADDRESS : _____

(Signature over Printed Name of the Authorized Representative)

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.