

Republic of the Philippines Department of Environment and Natural Resources

Visayas Avenue, Diliman Quezon City, 1100 Tel. Nos. (632) 929-66-26 λ (632) 929-62-52 929-66-20 λ 929-66-33 to 35 929-70-41 to 43

REQUEST FOR QUOTATION

 P.R. NO:
 2020-09-1127
 MODE OF PROCUREMENT:
 NP-SVP

 P.R. DATE:
 02 September 2020
 REF. NO.:
 RFQ-2020-179

 END-USER:
 PRCMO
 DATE PREPARED:
 September 14, 2020

PRN: CLOSING DATE/TIME: September 18, 2020 8:00 AM

1. The DENR-Central Office, through its Bids and Awards Committee for Regular Operations, invites eligible bidder/s to submit duly signed proposal/quotation not later than the closing date and time for the procurement project stated below:

Item No.	Description	Qty	Unit	TOTAL ABC (P) (VAT Inclusive)
1	Procurement of Various IEC Materials	1	lot	390,000.00

- 2. Proposal/quotation received in excess of the ABC shall automatically be rejected.
- 3. Interested bidder/s must submit the following documents with **check (✓) mark**:

A. ELIGIBILITY DOCUMENTS		
✓	Proof of PhilGEPS Registration (Registration Number/Certificate)	
	Valid and Current Mayor's/Business Permit for CY 2020 OR application for Business/Mayor's	
✓	Permit with attached Official Receipt (OR) of payment of Licensing and Regulatory fees and 2019	
	Business/Mayor's permit	
Note	e: Bidder/s who previously submitted an updated Eligibility Documents is no longer required its re-	
subn	submission.	
В. Т	TECHNICAL AND FINANCIAL DOCUMENTS	
✓	Completely filled out and duly signed Technical and Financial Quotation Form (Annex "A")	
✓	Duly signed and notarized Omnibus Sworn Statement, using the GPPB prescribed form.	

Failure to submit all documents as required above shall be automatically disqualified.

- 4. Price must be inclusive of VAT and must be valid for Sixty (60) calendar days upon submission of proposal/quotation.
- 5. 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.
- 6. Refusal to sign and accept the Award or enter into contract without justifiable reason, maybe a ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
- 7. Open proposal/quotation may be submitted at Procurement Management Section-Property and Supply Management Division (PrMS-PSMD), Basement, DENR-Main Building and/or thru e-mail address bac.co@denr.gov.ph and/or fax number (02) 8926-2675. For further inquiries, you may coordinate with Ms. Dianne G. Ibias/Mr. Lamberto S. Ramos at the same contact details.
- 8. If thru e-mail, kindly indicate in the subject ATTENTION: ANN JOANNA B. VILLARAMA-RFQ-2020-179.
- 9. DENR reserves the right to reject any and all proposals, declare failure, or not award the contract at any time in accordance with Section 41 of RA 9184 and its IRR without thereby incurring liability to the affected supplier.

DIANNE G. IBIAS

OIC Chief, Procurement Mgt. Section Property & Supply Management Division

PLEASE USE THIS FORM. DO NOT RETYPE OR ALTER **Annex A TECHNICAL PROPOSAL FORM** Item Specify brand being offered, if **Description/Technical Specifications** QTY No. applicable Planner 2021 6x8 inches **DENR Logo Embossed** 1 300 pcs **PRCMO Logo Embossed** Pages: Full Color Cover: Blue **PRCMO Vacuum Flask** PRCMO & DENR Logo engraved 2 300 pcs Materials: Stainless Steel Outside: Powder coated blue color Size: 1000ml **PRCMO Conference Tote bag** Size: 14ht x 12L x 3"W Handle: 11" 3 300 pcs Color: Blue body and Green Handle Front: Embro and Text PRCMO logo Back: Social Media

Project Requirements/Terms and Conditions:

- 1) Delivery/completion period: Within ten (10) calendars days from receipt of Notice to Proceed.
 - Present/submission of prototype on the provided design Seven (7) calendar days upon receipt on Notice of Award
- 2) Delivery Site: Materials Handling Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
- 3) Replacement of Defective Items: Within Fifteen (15) Calendar Days upon receipt of Notice of Defects from DENR.
- 4) Warranty: One (1) Year from issuance of Certificate of Inspection and Acceptance.
- 5) Payment shall be made in accordance with the Terms and Conditions of the Contract.
- 6) **Liquidated Damages (LD)** equivalent to one tenth of one percent (0.1%) of the value of contract not delivered within the prescribed period shall be imposed per day of delay. The DENR may rescind the Contract once the cumulative amount of LD reaches 10% of the amount of the Contract, without prejudice to other courses of action and remedies open to it.

	FINANCIAL QUOTATION FORM (PRICE MUST BE VAT INCLUSIVE)				
Item	DESCRIPTION	OTV	ABC PRICE (₽)	BIDDER'S PRICE (QUOTATION (₽)
No.	DESCRIPTION	QTY	ABC PRICE (#)	Unit Price	Total
1	Medical Face Mask	20 box			
2	Latex/Nitrile Gloves	34 box	390,000.00		
3	Industrial Rubber Gloves	10 pairs			
Notes: 1) Financial Quotation must not exceed the ABC: 2) Please indicate "0" or "-" for item/s offered for free to the DENR.					

BIDDER'S UNDERTAKING

I/We, the undersigned Supplier, after having examined the Technical Specifications/ Project Requirements, hereby OFFER to supply/deliver/perform the above described items.

I/We undertake, if our proposal is accepted, to deliver the items/services in accordance with the terms and conditions contained in the Request for Quotation.

Until a formal Contract is prepared and signed, this quotation is binding on us.

	NAME OF COMPANY (IN PRINT)	SIGNATURE OVER PRINTED NAME OF THE AUTHORIZED REPRESENTATIVE		
ADDRESS:		Designation:		
		Date:		
		Email Address:		
		Telefax No.:		
		Mobile Number:		