

Technical Proposal Form

Required Technical Specifications

Item No.	Description / Technical Specifications	Quantity	Brand/Model of item being offer(N/A if not applicable)
1	Alcohol, 70% isopropyl 500ml, hypoallergenic with moisturizer	60 bottle	
2	Correction Tape,5mm x 12m	60 pcs	
3	Envelope, expanding plastic with handle, legal, transparent, color blue	10 pcs	
4	File Organizer/Expanding File with handle long, 12 pockets, Push lock with tab puzzle design, black lining L4301, color Green or Blue	10 pcs	
5	Page Marker 670-5AN ½" x 2"	30 pack	
6	Paper, Multicopy, A4, 80gsm	210 reams	
7	Paper, Multicopy, Legal, 80gsm	60 reams	
8	Soft Grips/Writing Grips, 5pcs/pack	10 pack	
9	Storage File Box with Lid, made of chipboard/hardbound for legal size documents, color Navy Blue or Black	15 box	
10	Tape Transparent/Utility Clear 24mm x 30m	24 roll	
11	Extension Cord, with 3 gang Universal Outlet with 3 usb port and surge protection	7 pcs	
12	Mouse, Bluetooth Wireless (Dual mode wireless mouse silent edition)	5 pcs	
13	Stapler with remover, no. 35, 30 sheets stapling capacity, heavy duty	10 pcs	
14	Corkboard with wooden frame, size 2x3 feet	1 pc	
15	Rice Cooker with steamer and Aluminum cover – 2.8 liter, 16 cups, 4 in 1 monolithic multi-cooker	1 unit	
16	Tower Fan with Ionizer – silver vacuum coated, 8 speed, 40 watts, fan speed: 1425 rpm, with remote control, 90 degrees oscillation, 4 hours timer, sleep/breeze function, LCD display panel, height 0.8 meters/32 inches, color silver	3 unit	
17	UPS – BV 650VA, AVR Universal Outlet, 230V (BV650I-MS)	6 unit	
18	Headset – Quantum 100 wired over-ear gaming headset with datable mic.	5 unit	
19	Computer USB Webcam – widespread HD 720p/30fps, auto light correction, mono noise reducing mic, firm mounting option	3 unit	

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**FINANCIAL QUOTATION FORM
(PRICE MUST BE VAT INCLUSIVE)**

Item No.	DESCRIPTION	QTY	UNIT	TOTAL ABC (P)		BIDDER'S PRICE QUOTATION (P)	
				Unit Cost	Total	Unit Cost	Total
	SUPPLY AND DELIVERY OF VARIOUS OFFICE EQUIPMENT, OTHER SUPPLIES AND MATERIALS						
1.	Alcohol, 70% isopropyl 500ml, hypoallergenic with moisturizer	60	bottle	108.00	6,480.00		
2.	Correction Tape, 5mm x 12m	60	pcs	46.00	2,760.00		
3.	Envelope, expanding plastic with handle, legal, transparent, color blue	10	Pcs	98.00	980.00		
4.	File Organizer/Expanding File with handle long, 12 pockets, Push lock with tab puzzle design, black lining L4301, color Green or Blue	10	Pcs	414.00	4,140.00		
5.	Page Marker 670-5AN ½" x 2"	30	Pack	304.00	9,120.00		
6.	Paper, Multicopy, A4, 80gsm	210	Ream	300.00	63,000.00		
7.	Paper, Multicopy, Legal, 80gsm	60	Ream	328.00	19,680.00		
8.	Soft Grips/Writing Grips, 5pcs/pack	10	Pack	68.00	680.00		
9.	Storage File Box with Lid, made of chipboard/hardbound for legal size documents, color Navy Blue or Black	15	Box	475.00	7,125.00		
10.	Tape Transparent/Utility Clear 24mm x 30m	24	Roll	54.00	1,296.00		
11.	Extension Cord, with 3 gang Universal Outlet with 3 usb port and surge protection	7	Pcs	885.00	6,195.00		
12.	Mouse, Bluetooth Wireless (Dual mode wireless mouse silent edition)	5	Pcs	804.00	4,020.00		
13.	Stapler with remover, no. 35, 30 sheets stapling capacity, heavy duty	10	Pcs	290.00	2,900.00		
14.	Corkboard with wooden frame, size 2x3 feet	1	Pc	673.00	673.00		
15.	Rice Cooker with steamer and Aluminum cover – 2.8 liter, 16 cups, 4 in 1 monolithic multi-cooker	1	unit	3,100.00	3,100.00		

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16.	Tower Fan with Ionizer – silver vacuum coated, 8 speed, 40 watts, fan speed: 1425 rpm, with remote control, 90 degrees oscillation, 4 hours timer, sleep/breeze function, LCD display panel, height 0.8 meters/32 inches, color silver	3	Unit	5,600.00	16,800.00		
17.	UPS – BV 650VA, AVR Universal Outlet, 230V (BV650I-MS)	6	Unit	4,600.00	27,600.00		
18.	Headset – Quantum 100 wired over-ear gaming headset with datable mic.	5	Unit	2,000.00	10,000.00		
19.	Computer USB Webcam – widespread HD 720p/30fps, auto light correction, mono noise reducing mic, firm mounting option	3	unit	1,500.00	4,500.00		
Grand Total					191,049.00		

Project Requirements/Terms and Conditions:

- Delivery/completion period:** : within fifteen (15) calendar days from the date of conformance to the PO/Contract
- Delivery Site:** Supply Management Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
- Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable subjected to deduction of applicable Government Tax
- DENR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- Replacement of Defective Items: Within ten (10) Calendar Days upon receipt of Notice of Defects from DENR.
- Warranty: Three (3) months in case of Expendable Supplies and One (1) Year in the case of Non-expendable Supplies from issuance of Certificate of Inspection and Acceptance. Warranty Certificate must be submitted during delivery.
- Amendment to Order may be issued subject to the conditions set forth under Annex D of the 2016 Revised IRR of RA 9184.
- Payment shall be made in accordance with the Government Terms
- 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.
- Bidder has no overdue deliveries or unperformed services intended for DENR-CO.**

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 PO/ 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:
