

Technical Proposal Form

Item No.	Description / Technical Specifications	Brand/Model No. of the item being offered:
	<i>Supply and Delivery of Various Office Supplies</i>	
1.	Memory Card 256GB Micro SD	
2.	Powerbank 10000Mah	
3.	Finepoint Marker Pen	
4.	Sign Pen 0.5mm Black Color	
5.	Gel Pen 0.5mm Color Red	
6.	Gel Pen 0.5mm Color Blue	
7.	Gel Pen 0.5mm Color Black	
8.	4 in 1 Laminator A3/A4 Size	
9.	Sign Here Sticker, 50 sheets/pack	

Project Requirements/Terms and Conditions:

1. **Delivery/completion period:** within fifteen (15) calendar days from receipt of Purchase Order.
2. **Delivery Site:** Supply Management Section, Basement, DENR Main Building, Visayas Ave., Diliman, Quezon City
3. 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
4. DENR shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
5. Replacement of Defective Items: Within ten (10) Calendar Days upon receipt of Notice of Defects from DENR.
6. 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.
7. Amendment to Order may be issued subject to the conditions set forth under Annex D of the 2016 Revised IRR of RA 9184.
8. Payment shall be made in accordance with the Government Terms
9. 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.
10. Bidder has no overdue deliveries or unperformed services intended for DENR-CO.

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

Item No.	DESCRIPTION	QTY	UNIT	TOTAL ABC (P)		BIDDER'S PRICE QUOTATION (P)	
				Unit Price	Total Price	Unit Price	Total Price
1.	Memory Card 256GB Micro SD	10	units	600.00	6,000.00		
2.	Powerbank 10000Mah	10	units	1,000.00	10,000.00		
3.	Finepoint Marker Pen	95	units	90.00	8,550.00		
4.	Sign Pen 0.5mm Black Color	51	pieces	80.00	4,080.00		
5.	Gel Pen 0.5mm Color Red	25	pieces	37.00	925.00		
6.	Gel Pen 0.5mm Color Blue	25	pieces	37.00	925.00		
7.	Gel Pen 0.5mm Color Black	22	pieces	37.00	814.00		
8.	4 in 1 Laminator A3/A4 Size	1	unit	2,506.00	2,506.00		
9.	Sign Here Sticker, 50 sheets/pack	10	packs	120.00	1,200.00		
Grand Total:					35,000.00		

Note: The ABC is inclusive of VAT. Proposals exceeding the ABC will not be accepted. Each line items ABC must also not be exceed, if any.

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: _____