



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 Region XIII (Caraga Region) Butuan City

Mode of Procurement	NEGOTIATED PROCUREMENT - SVP	RFQ No.:	2018 - 090
Name of Procuring Entity	DILG Region XIII (Caraga Region)	Date:	November 5, 2018
Office/End-User	Office of the Regional Director (ORD)		
Company Name			
Address			
Business Permit No.			
TIN No.			
PhilGEPS Registration No.			

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote by lots.
3. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.
4. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
6. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) 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 signed or initialed by the supplier or its authorized representative(s).
8. The item(s) shall be delivered within TEN (10) calendar days from receipt of Purchase Order (PO).
9. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
10. Liquidated damages equivalent of one tenth of one percent (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without prejudice to other courses of action and remedies open to it.
11. Payment shall be made after 100% delivery of the service(s).
12. Only quotations submitted on or before **November 9, 2018 / 12:00 nn.**, the deadline, shall be accepted.
13. The DILG reserved the right to accept or reject any or all quotations and to impose additional requirements as it may deem proper.

APPROVED BUDGET FOR THE CONTRACT (ABC): PHP 64,050.00	Prepared by IMI SOUDA B. ESPINA BAC Secretariat	Approved by RAY GREGORY FUJARANILLA BAC Chairperson
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ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT	TOTAL PRICE
Purpose: Supplies for the New Office of the Regional Director						
LOT 1	KNIFE WITH STAND	1	set	1,500.00		
	ALUMINUM LADDLE, silicone handle with dispenser	1	set	1,000.00		
	FRYING PAN, 6" and 9" diameter	1	set	3,500.00		
	DINNER PLATE, plain white, thin, light	1	set	3,000.00		
	CUP AND SAUCER	2	dozen	500.00		
	FORK AND SPOON, stainless	1	dozen	700.00		
	CHOPPING BOARD, plastic and wooden, small and medium	2	piece	500.00		
	ALUMINUM DISH RACK	1	piece	3,000.00		
	PLASTIC PLACE MAT, plain, light gray	1	set	300.00		
	SAUCE PAN, 6" and 9" diameter	1	set	5,000.00		
	STOCKPOT, 3 liters , 5 liters , and 10 liters	1	set	5,000.00		
	HEAVY DUTY ALUMINUM CAN OPENER, plastic handle	1	piece	500.00		
	ALUMINUM STRAINER, small, medium, large	1	set	1,000.00		
	ALUMINUM WHISK, plastic handle	1	set	200.00		
	ALUMINUM GRATER, medium and small	1	piece	150.00		
	TONGS, aluminum, silicone handle, 6" long, 9" long, and 18" long	1	set	300.00		
CLEAR FOOD STORAGE CONTAINER, smallest to largest	6	piece	1,000.00			
TOTAL						
LOT 2	LAUNDRY BASKET, canvass material with stand	1	piece	800.00		
	CONDIMENTS ORGANIZER	1	piece	1,000.00		
	SHOE BOX / SHOE ORGANIZER	10	piece	100.00		
TOTAL						

Warranty

Price Validity

After having carefully read and accepted your General Conditions, I / WE quote you on the item(s) at prices noted above.

Printed Name / Signature / Date

Tel. No. / Cellphone No.



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PHP 64,050.00	IMLEQUIDA B. ESPINA BAC Secretariat	RAY GREGORY F. JARANILLA BAC Chairperson

ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER ITEM	PRICE PER UNIT	TOTAL PRICE
LOT 3	WOODEN CLOTHES HANGER	5	dozen	300.00		
	CURTAINS	20	piece	1,000.00		
	TOTAL					
LOT 4	SPONGES	3	piece	50.00		
	DISHWASHING PASTE, big	3	piece	50.00		
	BOTTLE CONTAINERS WITH COVER	6	piece	50.00		
	TOTAL					
LOT 5	HAND TOWEL, white	1	dozen	150.00		
	REFRIGERATOR TOWEL WITH HOLDER	1	set	200.00		
	POT HOLDER	3	piece	50.00		
	ALUMINUM TRASH BIN WITH COVER, small and large	2	piece	1,000.00		
	FLOOR RUGS	6	set	200.00		
	TOILET RUG, for door and toilet bowl	2	set	800.00		
TOTAL						
LOT 6	ALUMINUM FOIL	2	roll	100.00		
	TRASH BAG	100	piece	5.00		
	TOTAL					

REQUIREMENT	
1	In order to be eligible for this procurement, suppliers /service providers must submit, together with the quotation/proposal the following eligibility requirements Applicable Registration Certificate, any of the following: a) SEC Registration Certificate for Corporations b) DTI Registration Certificate for Sole Proprietorship c) Cooperative Development Authority Registration Certificate for Cooperatives
2	Valid Business Permit
3	Valid PhilGEPS Registration Certificate
4	Income / Business Tax Return
5	Omnibus Sworn Statement

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Printed Name / Signature / Date

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