

Civil Service Commission
Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City

REQUEST FOR QUOTATION

RFQ No. : 2023-064 NP-SVP
Date: : May 4, 2023
PR No./End-User : 2023-04-0490 (OFAM-BGMD)

Company Name : _____
Address : _____
Tel No. & Fax No. : _____
Mobile No. : _____
PhilGEPS Reg. No. : _____
TIN No. : _____

Please quote your government price/s including delivery charges, VAT or other applicable taxes, and other incidental expenses for the goods listed in **Annex A**. Also, furnish us with descriptive brochures, catalogues, literatures and/or samples, if applicable.

If you are the exclusive manufacturer, distributor or agent in the Philippines for the goods listed in Annex A please attach in your quotation a duly notarized certification to this effect.

Prospective supplier who will submit a proposal with the lowest calculated and responsive offer / quotation shall be selected. **As a condition for award**, the selected supplier will be required to submit a copy of its **updated PhilGEPS Registration or Mayor's / Business Permit**, whichever is applicable, or both, as the case maybe. The updated ***Certification Platinum Membership** may be submitted in lieu of the Mayor's/Business Permit. **If awarded**, the supplier will be required to submit a ***signed copy of Purchase Order (PO) prior to the date of delivery**.

Please accomplish and submit this form and all the **required documents** to Procurement Management Division - OFAM, Basement, Civil Service Commission, Constitution Hills, Quezon City or fax it through number **931-8029** or email to **csc.ofam.pmd@gmail.com** not later than **3:00pm of 12 May 2023**.


RENEL JOANNE G. GAMBITO
Procurement Officer
931-7935; 931-7939; 931-8092 Loc. 508


SAM V. MANGLICMOT
Chief Administrative Officer
Office for Financial & Assets Management (OFAM)

TERMS AND CONDITIONS:

1. Award shall be made on per: ☐ Item Basis ☐ Lot Basis ☒ Total Quoted Price
2. Goods/Services shall be rendered on Fifteen to Thirty (15-30) calendar days upon receipt of Purchase Order (PO)
3. Place / time of Delivery: Civil Service Commission, Constitution Hills, Quezon City - OFAM - Lower Ground Floor / 8-12AM-14PM / Agreed Time
4. Please indicate Warranty: _____
5. Technical specification with asterisks (*) are mandatory. **For goods**, please indicate brand, model and country of origin.
6. Bidders shall provide **correct and accurate information** required in this form.
7. Quotations exceeding the Approved Budget for the contract shall be rejected.
8. Price quotation/s must be valid for a period of **thirty (30) calendar days** from the date of submission.
9. Terms of Payment: **within 15-30 days upon complete submission of supporting documents.**
10. Payment shall be made through Land Bank's LDDAP-ADA (List of Due and Demandable Accounts Payable-Advise to Debit Account)/Bank Transfer Facility.
- Account Name: _____ Account Number: _____
Bank Name: _____ Branch: _____
- "Note: Non-Land Bank of the Philippines accounts shall be charged a service fee.**
11. Liquidated Damages/Penalty: **amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.**
12. In case of discrepancy between unit cost and total cost, unit cost shall prevail.
13. In case of a tie, the contract shall be awarded to the supplier or service provider who first submitted its quotation.
14. Prospective supplier must not be blacklisted by the PhilGEPS-DBM as appeared in their "List of Blacklisted Bidders".
15. **NOTE: "Prospective supplier must be registered at the Philippine Government Electronic Procurement System (PhilGEPS). You may visit the PhilGEPS website at www.philgeps.gov.ph and register for free."**

Printed Name/Signature
Authorized Representative of the Service Provider

Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

REQUEST FOR QUOTATION

2023-064 NP-SVP

May 4, 2023

RFQ No.
Date:
PR No./End-User:

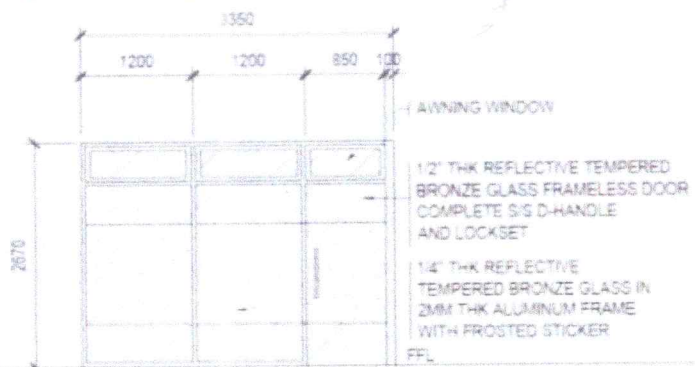
2023-04-0490 (OFAM-BGMD)

Company Name : _____
 Address : _____
 Tel No. & Fax No. : _____
 Mobile No. : _____
 PhilGEPS Reg. No. : _____
 TIN No. : _____

| ITEM NO. | ITEM & DESCRIPTION | QTY | UNIT | YES | NO | REMARKS/BIDDERS SPECIFICATIONS If applicable, write the detailed specifications in the space provided. Indicate brand, model and country of origin. | UNIT PRICE | TOTAL PRICE |
|----------|--|-----|------|-----|----|---|------------|-------------|
| 1 | Supply, Delivery and Installation of Glass Wall Partition and Glass Door | | | | | | | |
| | <i>Specification:</i> | | | | | | | |
| | - 1/4" thk reflective tempered bronze glass on 45mm x 100mm x 2mm thk anolok aluminum framing with frosted film | | | | | | | |
| | - 1/2" thk Reflective Tempered bronze frameless door | | | | | | | |
| | <i>Note:</i> | | | | | | | |
| | * Verify actual measurement and existing glass wall partition | | | | | | | |
| | * The prospective bidder shall be required to present sample of actual item to be delivered on a scheduled date prior to award | | | | | | | |
| | * The end-user reserves the right to reject the item if found to be inferior quality based on evaluation | | | | | | | |
| | Approved Budget for the Contract: Php216,880.00 | | | | | | | |
| | xxxxxxxxxx-Nothing Follows-xxxxxxxxxx | | | | | | | |

RENELO JOANNE G. GAMBITO
 Procurement Officer
 931-7935, 931-7939, 931-8092 Loc. 508

Printed Name/Signature
 Authorized Representative of the Service Provider

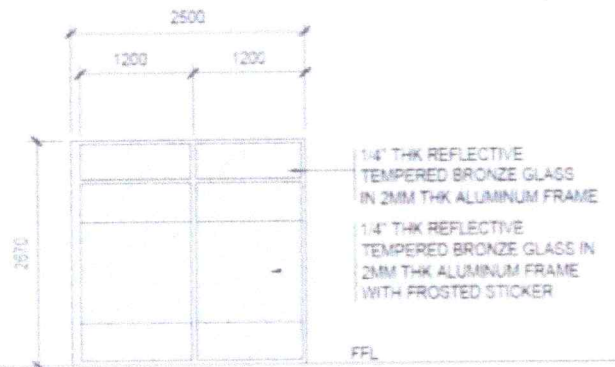


AWNING WINDOW

1/2" THK REFLECTIVE TEMPERED BRONZE GLASS FRAMELESS DOOR COMPLETE S/S D-HANDLE AND LOCKSET

1/4" THK REFLECTIVE TEMPERED BRONZE GLASS IN 2MM THK ALUMINUM FRAME WITH FROSTED STICKER

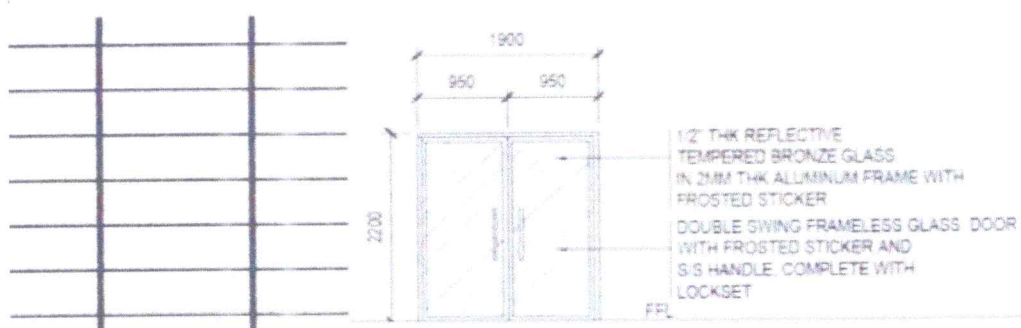
FFL



1/4" THK REFLECTIVE TEMPERED BRONZE GLASS IN 2MM THK ALUMINUM FRAME

1/4" THK REFLECTIVE TEMPERED BRONZE GLASS IN 2MM THK ALUMINUM FRAME WITH FROSTED STICKER

FFL



1/2" THK REFLECTIVE TEMPERED BRONZE GLASS IN 2MM THK ALUMINUM FRAME WITH FROSTED STICKER

DOUBLE SWING FRAMELESS GLASS DOOR WITH FROSTED STICKER AND S/S HANDLE, COMPLETE WITH LOCKSET

FFL