

Civil Service Commission

Constitution Hills, Batasang Pambansa Complex Diliman, Quezon City,

REQUEST FOR QUOTATION

RFQ No.

2022-161 NP SVP

Date:

Septemebr 5, 2022

PR No./End-User:

2022-06-0471 / 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
	SUPPLY, DELIVERY AND INSTALLATION OF MODULAR WORKSTATION AT THE							
	OFFICE OF COMMISSIONER ACOSTA, 2ND FLOOR OF CSC-MAIN BUILDING							
	Works to be performed under this procurement shall include the following:							
	1. Assessment of the area with initial layout of the modular work stations with specifications;							
	2. The bidder shall conform with the lay-out and specifications of the work station and shall perform the following:							
	a. The winning bidder shall thoroughly clean all areas affected by the works undertaken to the satisfaction of the OFAM-BGMD and Inspection and Acceptance Committee authorized representative of CSC-CO							
	b. Should the winning bidder incur damages in the work area during the performance of the project, the same should be fixed/replaced by the winning bidder without additional charge, otherwise, the amount equivalent to the fixing of the same will be deducted on the payment due to the winning bidder.							
	3. Modular Work Stations to be installed by the winning bidder shall have the following minimum specifications:							
	a. Proposed Description of Materials - Considering that prospective bidder shall have conducted their site inspection and actual measurement prior to the submission of bids/quotations, any discrepancy on the size and quantity provided on the layout shall have been brought to the attention of the Office for Financial and Assets Management- Building and Grounds Maintenance Division (CSC-BGMD) and settle the matter prior to the submission of bid quotations, otherwise, any discrepancy shall be borne or deducted on the amount due to the supplier, whichever is advantageous to the CSC.							
	NOTE: Please see attached Terms of Reference, Floor Layout, and Quantity Estimate for reference							
	Approved Budget for the Contract (ABC): Php 620,640.00							


PEARLIE ANN S. RAMOS

Procurement Officer

931-7935; 931-7939; 931-8092 Loc. 508