

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

REQUEST FOR QUOTATION

RFQ No. : 2023-173 NP-SVP
Date: : September 5, 2023
PR No./End-User : 2023-06-0727, 2023-07-0902,
2023-08-1120 (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**, you will be required to submit a ***duly notarized Omnibus Sworn Statement** in accordance with the attached format (**Annex B**), together with the ***signed copy of Purchase Order (PO) prior to the date of event/delivery/installation**.

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 September 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 Seven (7) 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-1-4PM / 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

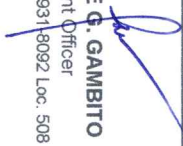
REQUEST FOR QUOTATION

RFQ No. **2023-173 NP-SVP**
 Date: **September 5, 2023**
 PR No./End-User: **2023-06-0727, 2023-07-0902, 2023-08-1120 (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	UNIT PRICE	TOTAL PRICE	
1	Various Materials for the Proposed Extension of Fence								
	Portland Cement	868	bags						
	Sand (bistay)	60	cu.m						
	Gravel	16	cu.m						
	Reinforcing Steel Bar, 16mm	200	piece						
	Reinforcing Steel Bar, 10mm	512	piece						
	#16 G.I Tie Wire	48	kg						
	CHB 4"	3,135	piece						
	1/4 Marine Plywood, 4 uses	12	piece						
	Good Lumber, 4 uses, 2x2x8	48	piece						
	Coco Lumber, 2x2x8	50	piece						
	CW Nails Assorted	10	kg						
	Form Oil	1	gal						
	Approved Budget for the Contract: PHP660,768.00								
2	Various Materials for the Repair of OLA Hearing Room								
	60x60 Homogenous Tiles	10	pcs						
	Portland Cement	2	bags						
	Sand (bistay)	1	cu.m						
	Tile Adhesive	3	bags						
	Tile Grout	1	bag						
	50x75mmx3m Metal Studs	10	pcs						
	50x75mmx3m Metal Track	5	pcs						
	1/4 thk Hardiflex	30	pcs						
	1/8x 1" Blind Rivets	3	box						
	1/8x 1/2" Blind Rivets	9	box						
	1/8" Stainless Drill Bit (for metal)	11	pcs						
	1/8" Stainless Drill Bit (for concrete)	6	pcs						
	Riveter	1	pc						
	Flat Latex	4	tin						
	Semigloss Latex	4	tin						
	Skim Coat	2	bags						
	Quick Dry Enamel	2	tin						
	2" Gauze Bandage (gasa)	3	mts						

	Floor Sanding #100 3M	2	m					
	Tinting color (raw sienna)	2	qts					
	Tinting color (yellow)	2	qts					
	Paint thinner	1	gal					
	Paint brush #3	1	pcs					
	Paint brush #1	1	pcs					
	#1 Baby roller brush (foam)	1	pcs					
	#7 Baby roller brush (rag)	1	pcs					
	1in x 3in x 8ft cornice moulding	3	pcs					
	600mm x 2100mm hollow core flush door	1	lot					
	Approved Budget for the Contract: PHP72,830.00							
3	Various Materials for the Repair and Maintenance of OLA Hallway Ceiling							
	4.5mm Fiber Cement Board (4' x 8')	50	piece					
	Double Metal Furring (12mm x 38mm x 5m x 0.8mm THK)	89	piece					
	Double Wall Clip	1,200	piece					
	1" x 3m Wall Angle	22	piece					
	Metal Carrying Channel (12mm x 38mm x 5m x 0.8mm THK)	18	piece					
	1/8 x 1/2" Blind Rivets	10	box					
	1/8" Stainless Drill Bit (for Metal)	15	piece					
	1/8" Stainless Drill Bit (for Concrete)	15	piece					
	Flat Latex	3	tin					
	Semigloss Latex	3	tin					
	Quick Dry Enamel	5	gal					
	Paint Thinner	1	gal					
	Paint Brush #3	3	piece					
	Paint Brush #1	3	piece					
	#1 Baby Roller Brush (Foam)	3	piece					
	#7 Baby Roller Brush (Rag)	3	piece					
	Sand Paper #100	3	piece					
	#12 Wires	1	roll					
	Utility Box	22	piece					
	Junction Box	15	piece					
	2-Gang Switch	7	piece					
	2-Gang Universal Outlet	15	piece					
	1/2 Flexible Hose	5	m					
	Electrical Tape (Big)	3	piece					
	Approved Budget for the Contract: PHP87,935.00							
	xxxxxxxx-Nothing Follows-xxxxxxxx							


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

 Printed Name/Signature
 Authorized Representative of the Service Provider