



REPUBLIC OF THE PHILIPPINES
PUBLIC-PRIVATE PARTNERSHIP
CENTER

8th Floor, One Cyberpod Centris, EDSA cor. Quezon Ave., Brgy. Pinyahan, Quezon Cit
Tel. No. 8709-4146 / 8929-39-71 (Telefax); website: www.ppp.gov.ph

REQUEST FOR QUOTATION

Supply and Delivery of Mobile Pedestal Cabinets and Office Chairs

RFQ NO.: 2020-08-025
November 05, 2020

To All Bidders:

The Public-Private Partnership Center of the Philippines invites eligible bidders to quote their lowest price/s for the item/s listed on the attached Request for Quotation (RFQ) form including the total amount in legible style (preferably typewritten).

The quotation may be submitted **manually** in a sealed envelope labeled with the RFQ number to the PPPCP, BAC Secretariat, c/o Ms. Mildred A. Castillo, of the above address or **through electronic mail at procurement@ppp.gov.ph** on or before 5:00pm on November 11, 2020, subject to the following terms and conditions:

The electronic submission procedure shall be as follows:

- Quotations shall be sent through the email account/address indicated above. Quotations addressed to any email account/address other than the one indicated above will be deemed "not submitted" by the bidder and will not be considered by the PPP Center.
- Bidders shall ensure that the eligibility and technical requirements/documents as well as the price quotation are received at the email account/address indicated above on or before the prescribed deadline. If only the eligibility and technical requirements/documents are received from the bidder on the prescribed deadline, while the price quotation is received beyond the deadline, the submission will not be accepted.
- Bidders shall avoid sending multiple emails. However, in case of receipt of multiple emails, **ONLY** the latest email containing the eligibility and technical requirements/documents and price quotation received on or before the deadline shall be considered.

The mode of procurement is Shopping (Section 52.1.b). Quotation should not exceed the total Approved Budget for the Contract (ABC) for this procurement on a per lot basis:

	Particulars	ABC
Lot 1	20 units Office Chairs	Php 65,000.00
Lot 2;	20 Units 3-Drawer Mobile Pedestal	Php 72,000.00

Total Php 137,000.00

- Quotation must be inclusive of all applicable government taxes and subject to 5% R-VAT and 1% (PO) or 2% (JO) deductions.
- Quotation must be submitted using the attached RFQ form. Supplemental information using your company stationery shall be attached to reflect the complete specification of bid e.g., brand name, model, pictures/ brochures/literature, etc.
- Quotation must be accompanied with the following documents:

- Valid Mayor's/Business Permit or in its absence, expired Business or Mayor's permit with Official Receipt of renewal application, subject to submission of Business or Mayor's permit after award of contract but before payment; and
- PhilGEPS Certificate of Registration under Platinum Membership or PhilGEPS Registration Number (can be submitted by the bidder as condition to award).

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| √ | Partial bids are allowed. All Goods are grouped in lots listed above. Bidders shall have the option of submitting a proposal on any or all lots and evaluation and contract award will be undertaken on a per lot basis. Lots shall not be divided further into sub-lots for the purpose of bidding, evaluation, and contract award. |
| √ | Award shall be made to the Lowest Calculated and Responsive Quotation or Single Calculated and Responsive Quotation. |
| √ | Bids should be valid for a minimum of one (1) month from deadline of submission of bids. |
| √ | Procured items must be served/provided to PPP Center. |
| √ | Payment shall be made seven (7) working days after receipt of billing statement.
The payment will be through Expanded Modified Direct Payment Scheme (Ex-MDPS) either by direct credit to the winning bidder's bank account maintained at Land Bank of the Philippines (LBP), or bank transfer in non LBP accounts where corresponding bank charges shall be borne/paid by the payee. |

In case you do not receive any communication from PPPCP one (1) month from the deadline indicated above, it will mean that the award was not made in your favor. PPPCP reserves the right to accept any or all quotation/bid and to annul bidding process and reject all quotations/bids at any time prior to contract award without thereby incurring any liability to the affected bidder or bidders.

For clarifications, please contact the BAC Secretariat c/o Ms. Mildred A. Castillo in the above address/telephone number or email at procurement@ppp.gov.ph.

Very truly yours,

MARIA THERESA L. LARANANG
Chairperson, Bids and Awards Committee *Maria Theresa L. Laranang*



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05 November 2020

Item No.	Qty.	Unit	ITEM/DESCRIPTION	UNIT Price	Total (Php)
1	1	lot	20 Units Office chairs Ergonomic Features/Specifications: -Midback Fabric Mesh type -With back reinforcement skeleton -With arm rest -High density seatrest foam -Swivel and tilting mechanism -Pneumatic height adjustment-gas lift -Metal base with casters -Color: Black Delivery: Within seven (7) days upon receipt of P.O.		
2	1	lot	20 units 3-Drawer Mobile Pedestal Cabinet Features/Specifications: - Standard size - Color: Beige/Cream - With drawer lock for security. - With casters for mobility - Vertical filing cabinet - Metal construction - With metal/plastic molded top -Gauge 24 or higher Delivery: Within seven (7) days upon receipt of P.O.		
(Bidders, Please Provide complete information below)					
Farmed-out:			Signature:		
Retrieved on:			Name/Designation:		
			Name of Company:		
			Address:		
			Telephone/Fax:		
			TIN:		