

RFQ No.	RFQ-01-0101-2022-05-0135-0518-0052
Purchase Request No.:	01-0101-2022-05-0135

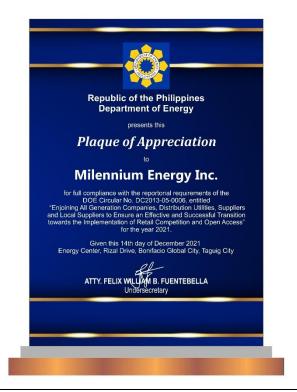
## **REQUEST FOR QUOTATION**

Title of Procurement/End-user		: PROCUREMENT OF GLASS PLAQUE AS TOKEN OF RECOGNITION TO COMPLIANT RCOA PARTICIPANTS UNDER DOE REPORTORIAL REQUIREMENTS			
Mode of Procurement		: Small Value Procurement (AMP53.9)			
Bidding Terms		: Per Lot			
Delivery Terms/Schedule		: 30 days upon receipt of Purchase Order			
Delivery Location :	: Department of Energy Main Office, BGC Taguig City				
Payment Terms :	Payment shall be processed within thirty (30) days upon completion of				
delivery of all items or services, submission of all required documents					
and issuance of end-user's certificate acceptance.					

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3<sup>rd</sup> Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: <a href="mailto:bacsecretariat@doe.gov.ph">bacsecretariat@doe.gov.ph</a> not later than 23 May 2022, Monday, 5:00PM. LATE SUBMISSION WILL NOT BE ACCEPTED.

	Terms of Reference/Specifications							
Item No.	Description/ Specific	cation:	Quantity	Unit Price	Total ABC			
1.	Glass Plaque		128 pcs.	1,000.00	128,000.00			
	Material:	Glass						
	Body:	single mounted glass						
	Base:	bronze glass base						
	Size:	7 inch H x 5 inch W x ¼ inch thickness						
	Packaging	Bubble wrap, Carton box						
	Usage:	Display, recognition						

2.



## **General Conditions:**

- 1. Quotation shall be valid for sixty (60) days from submission
- 2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. (*If applicable*)
- 3. The following documents shall be attached/included in the submission of proposal/quotation:
  - a) Mayor's / Business Permit
  - b) PhilGEPS Registration Number/Certificate
  - c) Income /Business Tax Return
  - d) Omnibus sworn Statement (Annex C)
- 4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.
- 5. The Supplier shall clearly state the company name and account name for payment.
- 6. The price quoted is inclusive of all taxes and other charges.
- 7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.