



**DEPARTMENT OF ENERGY**  
(Kagawaran ng Enerhiya)  
Energy Center, Rizal Drive Bonifacio  
Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-01-0101-2022-06-0184-0705-0086
Purchase Request No.:	01-0101-2022-06-0184

**REQUEST FOR QUOTATION**

Title of Procurement/End-user	: <b>SUPPLY AND DELIVERY OF OTHER SUPPLIES TO SUPPORT THE ACTIVITIES OF ENERGY EFFICIENCY AND CONSERVATION</b>
Mode of Procurement	: <b>Small Value Procurement (AMP53.9)</b>
Bidding Terms	: <b>Per Lot</b>
Delivery Terms/Schedule	: <b>60 Days upon receipt of Purchase Order (PO)</b>
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: [bacsecretariat@doe.gov.ph](mailto:bacsecretariat@doe.gov.ph) not later than **11 July 2022, Monday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications			
	Description/ Specification:	Quantity	Total ABC
	<b>One (1) Lot Supply and Delivery of Other Supplies to Support the Activities of Energy Efficiency and Conservation</b>		<b>100,000.00</b>
	<b>1. Polo Shirt</b> <ul style="list-style-type: none"><li>Polo shirt with front and back embroidery, cotton honeycomb, two color combination</li><li>With embroidered DOE logo in front</li></ul>	<b>100 pcs.</b>	
	<b>2. Field Jacket and Pants</b> <b>Field Jacket</b> <ul style="list-style-type: none"><li>Black</li><li>Unisex</li><li>With lining</li><li>Cotton twill</li><li>With embroidered DOE Logo (front) in front</li><li>Specific sizes</li></ul> <b>Field / Working Pants</b> <ul style="list-style-type: none"><li>RTW</li><li>Durable, stretchy body fabric</li><li>Durable water repellent</li><li>50+ UPF sun protection</li><li>500-denier nylon front facing provides protection for the legs</li><li>Elastic waist for comfort and fit</li><li>Two front slash pockets</li><li>Zip-closure utility pocket on right thigh; zip-closure back pocket</li><li>Quick dry</li></ul>	<b>30 pairs</b>	

3.	<p><b>TERMS AND CONDITIONS:</b></p> <ol style="list-style-type: none"><li>1. Bids should be on a per lot basis and shall provide sample.</li><li>2. Prices quoted shall be firm and irrevocable and not subject to any change whatsoever, even due to increase in cost of raw materials components and fluctuations in foreign change rates and excise duties.</li><li>3. Supplier should warrant that all items are of first quality and in accordance to specifications and shall be free from defects. If any of the items is found defective, a replacement is necessary within three (3) weeks period upon delivery.</li><li>4. Payment will be released within the minimum from acceptance of EUMB-EPMPD and upon completion of the delivery on all items and issuance of certificate of acceptance from the end user.</li><li>5. Bid price must cover all cost such as freight, brokerage, duties, taxes, etc. attendant to the delivery of the items at Supply and Property Management Division (SPMD), Main building of DOE.</li><li>6. Delivery should be within 60 days upon receipt of Purchase Order (PO)</li></ol>
<p><b>General Conditions:</b></p> <ol style="list-style-type: none"><li>1. Quotation shall be valid for sixty (60) days from submission</li><li>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. <b>(If applicable)</b></li><li>3. The following documents shall be attached/included in the submission of proposal/quotation:<ol style="list-style-type: none"><li>a) Mayor's / Business Permit</li><li>b) PhilGEPS Registration Number/Certificate</li><li>c) Income /Business Tax Return</li><li>d) Omnibus sworn Statement (Annex C)</li></ol></li><li>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.</li><li>5. The Supplier shall clearly state the company name and account name for payment.</li><li>6. The price quoted is inclusive of all taxes and other charges.</li><li>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.</li></ol>	