



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

RFQ No.	RFQ-02-0101-2022-06-0186-0725-0104
Purchase Request No.:	02-0101-2022-06-0186

REQUEST FOR QUOTATION

Title of Procurement/End-user	: SUPPLY AND INSTALLATION OF COMBINATION ROLLED UP BLINDS
Mode of Procurement	: Small Value Procurement (AMP53.9)
Bidding Terms	: Per Item
Delivery Terms/Schedule	: 30 days upon receipt of approved Purchase Order (PO)
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, 3rd 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 not later than **29 July 2022, Friday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications		
Item No.	Description/ Specification:	Total ABC
1.	Supply and Installations of combination rolled up Blinds	153,000.00
	Approximated Measurement: GSD Area = 370.20 sqft	

	<p>due to change of cost of raw material components and fluctuations in foreign exchange rates and excise duties.</p> <p>4. Total Bid Price is inclusive of cost of duties, taxes and other incidental expenses.</p> <p>5. Payment Terms: 30 calendar days upon submission of complete documents, subject to the usual government auditing and accounting procedures. Payment is through List of Due and Demandable Accounts Payable - Advice to Debit Account (LDDAP-ADA)</p>	
<p>General Conditions:</p> <p>1. Quotation shall be valid for sixty (60) days from submission</p> <p>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)</p> <p>3. The following documents shall be attached/included in the submission of proposal/quotation:</p> <p> a) Mayor's / Business Permit</p> <p> b) PhilGEPS Registration Number/Certificate</p> <p> c) Income /Business Tax Return</p> <p> d) Omnibus sworn Statement (Annex C)</p> <p>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.</p> <p>5. The Supplier shall clearly state the company name and account name for payment.</p> <p>6. The price quoted is inclusive of all taxes and other charges.</p> <p>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.</p>		