



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

RFQ No.	RFQ-01-0101-2022-09-0299-1005-0147
Purchase Request No.:	01-0101-2022-09-0299

REQUEST FOR QUOTATION

Title of Procurement/End-user	: PROCUREMENT OF MATERIALS AND VARIOUS CHRISTMAS DECORS FOR THE FABRICATION OF DOE CHRISTMAS TREE FOR DOE CHRISTMAS ANNIVERSARY CELEBRATION
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 **11 October 2022, Tuesday at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications				
Item No.	Description/ Specification:			Total ABC
				Php374,624
1.	Christmas Decorations			319,720.00
	200 pcs.	100 LED bulb Christmas lights (color white)		
	6 pcs.	Curtain lights 360 LED 7 mtrs or 22.8ft per set 36 strand/ 1mt. (10 LEDS) per strand		
	40 pcs.	Artificial poisenttia flower glitter, big red		
	40 pcs.	Artificial poisenttia flower glitter, big gold		
	40 pcks	Christmas balls, big red (6 pcs./pack)		
	40 pcks	Christmas balls, big gold (6 pcs./pack)		
	100 pcs.	Christmas garland decoration, green 9ft/lgth		
	1 pc.	Parol Lantern, 8 ft diameter		
	10 rls.	Wire edged christmas ribbon, 2yards/roll		
	10 rls.	Wide glitter christmas ribbon, 3 yards/roll		
	10 rls.	Waterproof christmas ribbon, 3yards/roll		
	10 rls.	Red velvet w/ gold wired edge, 10 yards/roll		
	10 rls.	Red / gold printed ribbon wired edge, 10 yards/roll		
2.	6	roll	Flat Cord # 1.25mm2x2c (#16)	22,140.00
3.	100	roll	Electrical tape big	4,000.00

4.	10	pc	Flat Bar 2" x 1/4" x 20'	13,310.00
5.	30	pc	Round bar 10mm diam. x 20'	7,800.00
6.	2	pc	GI Pipe 2" x 20', schedule 40	7,654.00
Other Terms and Condition 1. The supplier must submit photos, brochures and/or sample of the items subject to review and approval by the End-user. 2. The price quoted must be firm and irrevocable for three (3) months and not subject to any change whatsoever even due to change of cost of raw material components and fluctuations in foreign exchange rates and excise duties. 3. Total Bid Price is inclusive of cost of duties, taxes and other incidental expenses.				
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 (For ABCs above 500k) 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.				