



**REQUEST FOR QUOTATION
PROCUREMENT OF VARIOUS OFFICE FURNITURE
(Small Value Procurement)**

The PMO-NCR North Bids and Awards Committee (PMO-NCR-NORTH-BAC) will undertake a Project for the Procurement of Various Office Furniture, through Small Value Procurement, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Procurement of Various Office Furniture

Approved Budget for the Contract : Three Hundred Eighty Eight Thousand Five Hundred Pesos Only (P388,500.00)

Location : PMO-NCR North Admin. Bldg. Mel Lopez Boulevard, North Harbor, Tondo, Manila

Delivery Date : Upon Issuance of Approved Purchase Order

Interested suppliers are required to submit their valid Mayor's/Business Permit, PhilGEPS Registration Number, Income/Business Tax Return and Omnibus Sworn Statement.

The price quotation and eligibility documents must be submitted **on or before Nov. 02, 2021, 5:00 p.m.** to the PMO-NCR North BAC Secretariat at the PMO-NCR North Admin Bldg., Mel Lopez Blvd., North Harbor, Tondo, Manila. Please submit your lowest and most responsive quotation together with the RFQ in a sealed envelope marked as follows:

The Chairperson
PMO-NCR North Bids and Awards Committee
Procurement of Various Office Furniture
PMO-NCR North Admin. Bldg. Mel Lopez Boulevard,
North Harbor, Tondo, Manila

The PMO-NCR North Bids and Awards Committee reserves the right to accept or reject any price quotation, waive any formality in the RFQ, annul the procurement process, reject any or all price quotations at any time prior to contract award, declare the procurement process a failure, without thereby incurring any liability to the affected Participating Supplier or any person.

For further information, please refer to:

The BAC Secretariat
PMO-NCR North Bids and Awards Committee
G/F, PMO-NCR North Admin. Bldg.,
Mel Lopez Boulevard, North Harbor, Tondo, Manila
Telefax No. #8245-2929

Email Address: bac.ncrn@gmail.com

Very truly yours,



FRANCIS ALDRICH A. RUBIO
BAC Chairperson

REQUEST FOR QUOTATION

Date: _____

MR. FRANCIS ALDRICH A. RUBIO

Chairperson, Bids and Awards Committee
 Port Management Office-NCR North
 Administration Bldg. Mel Lopez Blvd.
 North Harbor, Tondo, Manila

Dear Mr. Rubio;

After having carefully read and accepted the terms and conditions in the Request for Quotation (RFQ) for the "**Procurement of Various Office Furniture**" posted by your office, we hereby submit our proposal corresponding to your requirements.

ITEM	QTY	UNIT	ARTICLE(S) AND DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	2	PC	Visitor Chair with Armrest	P	P
2	13	PC	Computer Table	P	P
3	14	PC	Clerical Table	P	P
4	1	PC	Senior Executive Chair	P	P
5	18	PC	Clerical Chair	P	P
6	8	PC	Jr. Executive Chair	P	P
7	7	PC	Executive Chair	P	P
8	2	Pc	Gang Chair – 6 Seater	P	P
				TOTAL AMOUNT	

NOTE:

1. Quoted price shall be inclusive of applicable taxes and shall be firm and valid for a period of at least thirty (30) days from receipt of quotation and shall be binding upon the supplier within the period.
2. Delivery period shall be within forty five (45) calendar days from receipt of Notice of Award/Purchase Order.
3. The P.O. shall be awarded to the lowest calculated responsive bid. Delivered items are subject to inspection, with payment processing to commence only after acceptance by the end-users.
4. Terms of Payment within thirty (30) calendar days from date of acceptance.

5. Bidders shall submit with the quotations technical brochures of the products being offered.
6. As a government agency, PPA shall deal only with legitimate suppliers/contractors which issue BIR-registered official receipts.
7. PPA reserves the right to post-qualify any supplier and/or reject any or all submitted quotations.

Name of Company: _____

Delivery Period: _____

Warranty Period: _____

Price Validity: _____

After having carefully read and accepted your conditions above, I/We quote you on the item at prices specified in the quotation form.

Print Name and Signature

Telephone Number

Email address

Date