

PHILIPPINE PORTS AUTHORITY

PMO - Eastern Leyte/Samar
 Port Area, Tacloban City
 Tel. No. (053) 832-3962
 Email Add: bac_pmoels@yahoo.com

Bids and Awards Committee - Procurement of Goods and Consultancy Services & Engineering Projects (BAC-PGCS/EP)

REQUEST FOR QUOTATION

RFQ for P.R. No.: TAC-4324-24	P.R. Date: April 4, 2024
Date Of Quotation: April 16, 2024	
Project/Title: Office Equipment	
Office/End-User: Admin, PPA-PMO-Eastern Leyte/Samar	

Please read the Terms and Conditions of this Request for Price Quotation (RFQ) and quote your lowest price on the item/s listed below. Submit this RFQ, duly signed and sealed, to the BAC-PGCS/EP Secretariat not later than **12:00 noon of April 24, 2024** OPENING OF BIDS shall follow at **2:00 p.m.** on the same day at PPA, PMO-Eastern Leyte/Samar, Conference Room, Port Area, Tacloban City.

ITEM NO.	ITEM/S & SPECIFICATION	QTY	UNIT	AGENCY CANVASSED PRICE		BIDDER'S PRICE QUOTATION	
				UNIT	TOTAL	UNIT	TOTAL
1	Bill Verifier Machine with automatic money face detection	1	UNT	7,475.00	7,475.00		
2	Anti-Microbial Electric Hot & Cold Water Dispenser with cooler Storage	1	UNT	14,950.00	14,950.00		
3	Weighing Scale	1	UNT	2,100.00	2,100.00		
4	Printer All-in-One Tank w/ ADF	8	UNT	17,250.00	138,000.00		
5	External Hard Drive 1TB	1	UNT	4,025.00	4,025.00		
6	Plastic Pallet Four Way Mesh Type 1200x1000x150mm Color Blue	3	UNT	4,025.00	12,075.00		
7	Finger Scanner Biometric Machine	1	UNT	15,000.00	15,000.00		
8	Cellphone	2	UNT	8,625.00	17,250.00		
	x-x-x-x-x-x						

NOTE: <u>For use at Baseport and TMOs.</u> _____ _____	TOTAL ABC Php	210,875.00	BIDDER'S TOTAL QUOTATION Php	
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PRINTED NAME & SIGNATURE OF OWNER/AUTHORIZED REPRESENTATIVE

COMPANY NAME: _____

ADDRESS: _____

CONTACT NO.: _____

TERMS AND CONDITIONS
Small Value Procurement (SVP)

1. Fill-out all entries legibly; typewritten or handwritten.
2. Attach the photocopy of the following documents:
 - a. Mayor's Business Permit - 2024
 - b. PhilGEPS Certificate of Registration
3. Submit duly notarized **Omnibus Sworn Statement** if awarded the contract.
4. Quote on all items specifying the **unit cost for each item, the total cost, and the total price quotation.**
5. Sign or initial any **alterations, erasures or overwritings** in the Request for Quotation.
6. Bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as "Failed" under the "Pass/Fail" criterion in Rule IX Section 30.1 of the 2016 Revised IRR of RA 9184.
7. The contract shall be awarded to the bidder with the **Single or Lowest Calculated and Responsive Quotation.**
8. Deliver the goods/services within **fifteen (25) calendar days** from receipt of the Purchase Order; otherwise, pay liquidated damages equal to one-tenth (1/10) of one percent (1%) of the cost of the goods/services to be delivered for every day of delay.
9. Warranty or expiration for the item shall be at least one (1) year from delivery.
10. Bid prices shall be valid for a period of sixty (60) calendar days from date of quotation.
11. The Head of the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract under Section 41 of the Revised IRR of RA 9184.
12. The pertinent provisions of RA 9184 and its Revised IRR shall govern the contract implementation and other matters not expressly mentioned herein.



ATTY. GLENN S. LAGUNAY
 Chairperson, BAC-PGCS/EP