




MODE OF PROCUREMENT: SMALL VALUE PROCUREMENT		RFQ No. 2021-037
Name of Procuring Entity: DILG	Date: February 10, 2021	
Office/End User: General Services Division, Administrative Service		
Company Name		
Address		

***PhilGEPS Registration No.**
 Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed:

- TERMS AND CONDITIONS:**
- | | |
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| <ol style="list-style-type: none"> Bidders shall provide correct and accurate information required in this form. Bidders may quote for any or all items. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected. Award of contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein. | <ol style="list-style-type: none"> Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s). The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, with remedies open to it. |
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APPROVED BUDGET FOR THE CONTRACT (ABC): Php 85,800.00	 ELNORA A. VELASCO Chief, General Services Division
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ITEM NO.	ITEM DESCRIPTION	QTY.	UNIT	ABC PER UNIT	PRICE PER UNIT
1	7 cu.ft Refrigerator 2 door, gray, brand new, 220v	4	piece	14,700.00	
2	3.5 cu.ft Chest Freezer brand new, 220v	2	piece	13,500.00	
<p>REF: PR No. 2020-132 dated 02/03/2021 PUR: for the official use of GSD, AS</p> <p>NOTE: *In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal the following</p> <ol style="list-style-type: none"> Valid Business Permit for 2021 / Application for Renewal with copy of Official Receipt and 2020 Business Permit (<i>For those who do not have valid Business Permit for 2021 yet</i>) PhilGEPS Registration No. (Please indicate on the space provided above) Accomplished and Notarized Omnibus Sworn Statement 					

WARRANTY	Price Validity
After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.	
_____ Printed Name/Signature/Date	
_____ Tel. No./Cellphone No.	



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4.	Others: a. Any documents to prove that the signatory of the quotation is authorized representative of the company, or b. Photocopy of ID bearing the pictures/ signature of the representatives. OTHER INSTRUCTION * Please submit your quotation using our official Request for Quotation (RFQ) Form. You can secure a copy of the said RFQ to Procurement Section, General Services Division, Administrative Service, DILG. DEADLINE: *Please submit your quotation/s together with the Eligibility Documents on/or before February 16, 2021, 5:00 PM through any of the following: a. Email us at procurement.dilgcentral@gmail.com b. Fax to Telefax No. 8926-6256				

WARRANTY	Price Validity
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Printed Name/Signature/Date

Tel. No./Cellphone No.