

## REQUEST FOR QUOTATION

### Various Office Supplies and Equipment

P.R. No./Date Received: 201902-0058, 201902-0059 / 22 February 2019 RFQ/P No. / Date: 201903-0045 / 06 March 2019

The Philippine Competition Commission invites all eligible and PhilGEPS-registered suppliers, contractors and consultants to quote the best offer for the described items in the attached **Technical Specifications Sheet** subject to the Terms and Conditions and within the Approved Budget for the Contract.

#### Required Documents/Information to be submitted as Attachments to the Quotation/Proposal:

- Mayor's/Business Permit
- PhilGEPS Registration Number
- Signed Technical Specifications Sheet (if any)

This pro-forma quotation maybe submitted through **registered** or **electronic mail** to the PCC Bids and Awards Committee (PBAC) Secretariat at above address or email to [procurement@phcc.gov.ph](mailto:procurement@phcc.gov.ph) or [tisakuma@phcc.gov.ph](mailto:tisakuma@phcc.gov.ph) on or before **11 March 2019, 1:00PM** subject to the following *Terms and*

1. All entries shall be typed or written in a clear legible manner.
2. No alternate quotation/offer is allowed, suppliers who submitted more than one quotation shall be automatically disqualified.
3. All prices offered herein are valid, binding and effective for THIRTY (30) calendar days upon issuance of this document. Alternative bids shall be rejected.
4. Price quotations to be denominated in Philippine Peso shall include all applicable government taxes subject to **(BIR 2306)** 5% R-VAT and **(BIR 2307)** 1% (PO) or 2% (JO) deductions.
5. PCC may require you to submit additional documents that will prove your legal, financial and technical capability to undertake this contract.
6. Salient provisions of the IRR of RA 9184: Section 68 - Liquidated Damages and Section 69 - Imposition of Administrative Penalties shall be observed.
7. PCC reserves the right to reject any and all quotations, declare a failure, or not award the contract pursuant to Sec 41 of the same IRR.
8. In case of tie quotations, suppliers' presence are required during tie breaking through draw lots or toss coin.

Very truly yours,

**JESON Q. DE LA TORRE**

PBAC Head Secretariat and Chief Administrative Officer, AO-GSD

Item No.	QTY	UOM	ABC	Technical Specifications / Description	Brand/Model	Unit Price	Total Amount
					(To be filled-up by the supplier)		
1	10	pcs.	₱ 50,000.00	TROLLEY CASE Specifications: 1) Weight: 5kgs. or less 2) External dimensions: 530 x 355 x 255 mm. or 21 x 14 x 9 inches 3) Internal dimensions: 510 x 292 x 175 mm. or 20 x 11 x 6 inches 4) With wave foams, separators and wheels 5) Waterproof and shockproof			
2	50	pcs.	₱ 10,000.00	BALIKBAYAN/TRAVEL BOX (24 x 18 x 24 inches)			
3	50	pcs.	₱ 7,500.00	STORAGE FILE BOX (12"H x 16"W, Capacity: 175lbs.)			
4	1	pc.	₱ 7,000.00	FOLDING FLATBED TROLLEY (740 x 480 mm. / 29" x 19", Capacity: 300 kgs., Caster size: 100mm / 4")			
5	10	pcs.	₱ 1,000.00	PVC/ACRYLIC NAME PLATE HOLDERS			

6	20	pcs.	₱ 20,000.00	CONTINUOUS LENGTH PAPER TAPE (DK-22205, Compatible with Brother sticker dispenser, 62 x 30.48 mm.)			
7	20	pcs.	₱ 20,000.00	CONTINUOUS LENGTH PAPER TAPE (DK-1201, Compatible with Brother sticker dispenser, 29 x 90 mm.)			
				<b>- see attached Technical Specifications</b>			
				*** Nothing follows ***			
<b>Delivery Instructions:</b>				<i>To be delivered within 15 Calendar Days (CDs) upon receipt of Purchase Order.</i>			
<i>(Please provide <b>complete</b> information below)</i>							

*We undertake, if our quotation is accepted, to supply/deliver the goods in accordance with the technical specifications and delivery instructions.*

*We agree to abide by this Quotation for the price validity period specified in the terms and conditions and it shall remain binding upon us and may be accepted at any time before the expiration of that period.*

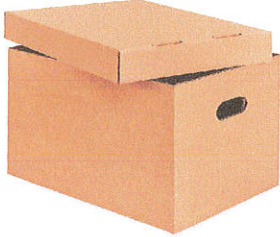

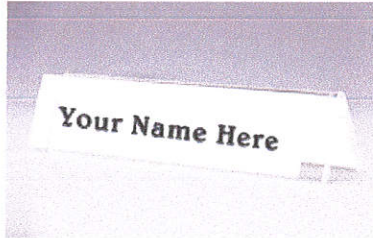

*Until a Purchase Order or a Contract is prepared and executed, this Quotation shall be binding upon us. We understand that you are not bound to accept the lowest or any Quotation you may receive.*

Signature over Printed Name : \_\_\_\_\_  
 Designation/Position : \_\_\_\_\_  
 Name of Company : \_\_\_\_\_  
 Address : \_\_\_\_\_  
 Telephone / Fax : \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Company Tax Identification Number : \_\_\_\_\_

**Technical Specifications:**

Item No.	Item Description / Specifications	Bidder's offer / specifications
1	<p>TROLLEY CASE</p>  <p>1) Weight: 5kgs. or less                  2) External dimensions: 530 x 355 x 255 mm. or 21 x 14 x 9 inches                  3) Internal dimensions: 510 x 292 x 175 mm. or 20 x 11 x 6 inches                  4) With wave foams, separators and wheels                  5) waterproof and shockproof</p>	
2	<p>BALIKBAYAN/TRAVEL BOX</p>  <p>1) Dimensions: 24 x 18 x 24 inches</p>	



<p>3</p>	<p>STORAGE FILE BOX</p>  <p>1) Dimensions: 12"H x 16"W 2) Capacity: 175lbs.</p>	
<p>4</p>	<p>FOLDING FLATBED TROLLEY</p>  <p>1) 740 x 480 mm. / 29" x 19" 2) Capacity: 300 kgs. 3) Caster size: 100mm / 4"</p>	
<p>5</p>	<p>PVC/ACRYLIC NAME PLATE HOLDERS</p> 	
<p>6</p>	<p>CONTINUOUS LENGTH PAPER TAPE</p>  <p>1) Model: DK-22205 2) Compatible with Brother sticker dispenser 3) Size: 62 x 30.48 mm.</p>	

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CONTINUOUS LENGTH PAPER TAPE



- 1) Model: DK-1201
- 2) Compatible with Brother sticker dispenser
- 3) Size: 29 x 90 mm.

**Conforme:**

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Signature above Printed Name  
of Authorized Representative of Bidder