



**Office of the President of the Philippines**  
**OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS**

**REQUEST FOR QUOTATION**

10 June 2019

The Office of the Presidential Adviser on the Peace Process (OPAPP), through its Bids & Awards Committee (BAC), invites interested bidders to submit their *lowest* and *responsive* quotation for supply and delivery of various goods. Details of which are as follows:

A. Name of the Project	<b>Procurement, Supply, &amp; Delivery of various goods.</b>
B. Source of Fund	<b>F.Y. 2019.</b>
C. Approved Budget for the Contract (ABC)	<b>Five Hundred Thousand Pesos (PhP500,000.00).</b>
D. Mode of Procurement	<b>Negotiated Procurement-Small Value Procurement (R.A. 9184).</b>
E. Technical Requirements	<b>➤ Please see Annex "A".</b>
F. Documentary Requirements	<b>1) PhilGEPS Registration Number/ Certificate; 2) Mayor's/ Business Permit; 3) Latest Income/ Business Tax Return (Tax Clearance will not be accepted); 4) Omnibus Sworn Statement in accordance with sec. 25.3 of the 2016 IRR of RA 9184;</b>

**I. Terms & Conditions**

- a) The ABC is inclusive of applicable taxes.
- b) Bid offer exceeding the ABC shall be automatically disqualified.
- c) The bid offer must be valid for Thirty(30) calendar days upon receipt by the procuring entity.
- d) Documentary requirements must be submitted on or before the deadline of submission of bids. Late bids will not be accepted.

If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline of submission of bid.

- e) Bids must be submitted in a sealed envelope with the (i) bidder's complete (postal) address; (ii) telephone number, fax and email address printed under its postal address; & (iii) the name of the project must be indicated in the center-uppermost.

Unsealed bids nor bids sent through email will not be accepted/ honored.

- f) All quotations must be inclusive of all applicable fees, and not subject to price escalation.
- g) Subcontracting is not allowed.

**II. Delivery Period**

Within ten (10) calendar days from receipt of Job Order.

**III. Place of Delivery**

International Monitoring Team  
Western Mindanao Command  
Upper Calarian, Zamboanga City

**IV. Terms of Payment**

Payment shall be made to the supplier or distributor upon delivery all units under this procurement and upon issuance of billing statement.

**V. Warranty**

Replacement of defective item/s shall be made within three (3) days from receipt of the supplier or distributor of the formal written notice.

**VI. Deadline of Submission of Bids**

Bids/Quotations must be submitted on or before JUN 14 2019, 5 pm.

**VII. Submit your bids at:**

BAC Secretariat's Office  
6<sup>th</sup> Floor, Agustin I Bldg.  
F.Ortigas Jr. Road  
Ortigas Center  
Pasig City

The OPAPP reserves the right to reject any and all quotations or bids, declare a failure of bidding or not award the contract in accordance with Section 41 of the IRR of R.A. 9184.

The contract will be awarded to the *lowest quotation* and *responsive* to our specifications and requirements.

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 636 0701 local 818, or at [opapp.bacsec@gmail.com](mailto:opapp.bacsec@gmail.com).

Sincerely,



**Marife E. Infante**  
PPO I, JNC Secretariat

Noted by:



**Maria Esperanza Carmen Liamco**  
PPO IV

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*After having carefully read and accepted your terms and conditions, our best offer for the procurement of the above listed goods is \_\_\_\_\_ (Please fill-in details: amount in words) (PhP \_\_\_\_\_ .00).*

Company Name:	_____
Authorized Representative:	_____
Signature:	_____
Position:	_____
Contact No.:	_____
Email Add:	_____

## Technical Requirements

QTY	UNIT	GOODS	SPECIFICATION
200	packs	rice	Premium quality white long grain rice@25kgs / pack
200	pcs	Bath towel	High quality big size towel assorted color, cotton 68" x138" and machine washable
200	packs	Toothpaste	Regular pack of 2pcs 95 ml
200	packs	Bath soap	Value pack 3x 60g bars
200	packs	Laundry detergent Soap	1.1 kl per pack with stain away formula
200	packs	Condiments sauce	Vinegar Poly Ethylene Terephthalate (PET) bottle 385 ml; Soy sauce PET bottle 385 ml; and Patis PET bottle 350 ml
200	packs	Biscuits	25g saltine crackers individually pack @ 10pcs/ pack
200	packs	Instant Noodles	beef/chicken 55g x 6packs with HALAL symbol "M" or HALAL Certification stamp in the package
200	packs	Coffee	3 in1 twin pack; 50g x 10's
200	Bot	Cooking oil	1 liter ; vegetable oil
200	pack	Canned goods (halal)	Sardines 155g, tuna 175g; corned beef 150g and beef loaf 150g
200	pcs	First aid kit	Alcohol regular 70% 150ml, betadine 7.5ml, 1 roll bandage, scissor colored handle P-505C
200	packs	Medicines	1 pad Biogesic 10's 500mg, 1 pad Bioflu 10's 500 mg 1 pad Diatabs 10's 2 mg 1 pad Alaxan 10's 500 mg
200	pcs	Pail	No cover, 18.0 Ltr Pail, assorted color