



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

REQUEST FOR QUOTATION

8 October 2019

The Office of the Presidential Adviser on the Peace Process (OPAPP), through its Bids & Awards Committee (BAC), invites interested Supplier/Distributor to submit *lowest* and *responsive* quotation for the Procurement, Supply, & Delivery of Various Kitchenware and Equipment. Details of which are as follows:

A. Name of the Project	Procurement, Supply, & Delivery of Various Kitchenware and Equipment
B. Source of Fund	F.Y. 2019
C. Approved Budget for the Contract (ABC)	Two Hundred Sixty-Six Thousand Five Hundred Pesos (PhP266,500.00).
D. Mode of Procurement	Negotiated Procurement-Small Value Procurement (R.A. 9184).
E. Technical Requirements	Please see Annex "A"
F. Documentary Requirements	1) PhilGEPS Registration Certificate; 2) Mayor's/ Business Permit; 3) Latest Income/ Business Tax Return; 4) Omnibus Sworn Statement in accordance with sec. 25.3 of the 2016 IRR of RA 9184;

I. Terms & Conditions

- a) The ABC is inclusive of applicable taxes, fees, and other pertinent costs.
- 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.

If you intend to send your bids through a courier, please ensure that we shall receive it before the deadline of submission of bid, otherwise, bids submitted to the BAC after the deadline for submission of bids will not be accepted.

- e) Late bids will not be accepted.
- f) 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.

Unsealed bids will not be accepted.

Submission of bids through email will not be accepted or honored.

- g) All quotations shall be considered as fixed price and not subject to price escalation.
- h) Subcontracting is not allowed. If a supplier/ distributor found to have subcontracted what was awarded to them, the Procuring Entity may exercise any or all of the following options:
 - (i) Ask the contractor or distributor to do what is ask of him/her under the contract.
 - (ii) Pay damages incurred by the Procuring Entity as a result of subcontracting.
 - (iii) Exercise remedies under existing laws.
- i) The interested supplier may contact the BAC Secretariat at (02) 636 0701 local 818 for inquiries/ clarifications.

II. Delivery Date:

3-days from receipt of the Purchase Order.

III. Place of Delivery and Acceptance

DPWH XII-Res Mintex
Datu Odin Sinsuat
Maguindanao

IV. Terms of Payment

Full payment shall be made to the supplier or distributor upon issuance of billing statement after the complete delivery of all the goods.

V. Warranty

Replacement of defective unit/s shall be made within seven (7) 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 _____

OCT 16 2019, 5:30pm

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.

Sincerely,


Chenna Sola Resaba
Security Unit

Noted by:


Farrah Grace Naparan
Director, Joint Normalization Division

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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:

Address:

Technical Requirements

QTY	UNIT	GOODS	SPECIFICATION
10	unit	Gas Stove with tank	-Double burner with regulator
2	unit	Freezer	-8 cu ft chest freezer -white
150	pairs	Spoon and Fork	-stainless
150	pcs	Plates	-stainless -10 inches
30	pcs	Serving Spoon	-stainless
150	pcs	Mug	-ceramic mug -plain white
30	pcs	Water refill galloon	-5gal bottle container
10	sets	Kitchen Tool Set	- Fry Spatula Stainless Steel, 2 pcs ; 37cm (L); 10cm (W) -Slotted Spatula; Stainless Steel; 38cm (L); 10cm (W); 2 pcs -Soup ladle; Stainless; 2 pcs; 37cm (L); 10cm (W) -Tong; 9 inches, Stainless Steel
150	pcs	bowl	-ceramic white -soup bowl -4 inches diameter
10	sets	Kitchen Cookware	-2 pcs double handed pan, 15" (kawali) -2 pcs double handed cooking pots, 15" (kaldero)
150	pcs	Drinking Cup	-stainless 12oz
10	unit	Heater	-Electric Potable Heating Pot -1.8 liter
10	unit	Rice Cooker	-12 cup rice cooker
20	Pcs	Knife	-Stainless Steel -Cleaver knife -8-10"
20	Pcs	Scissors	-Stainless Steel -Kitchen Scissors
20	Pcs	Chopping Board	-Non-slip chopping board -Large -302x 440mm
20	Pcs	Strainer	-8 inches diameter
10	sets	Dishrack with drainers	-2-tier Plastic with cover