



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

**REQUEST FOR QUOTATION**

27 May 2021

The Office of the Presidential Adviser on the Peace Process (OPAPP) through the General Appropriations Act of FY 2020 intends to apply the sum of Two Hundred Eighty-One Thousand Pesos (Php281,000.00) being the Approved Budget for the Contract (ABC) to be paid for the Small Value Procurement, as defined under Section 53.9 of the IRR of RA 9184 for the Procurement of Office Equipment, Furniture and Fixtures of CBA-CPLA Division listed below:

Lot	Goods	Quantity	Specific Technical Requirements
1	Conference Table with Chairs	1 set	See Annex "A"
2	Filing Cabinet	3	
3	Sala/Sofa Set	1	
4	Pedestal Cabinet	14	
5	Office Table with Chair	8 sets	
6	Monobloc Chair	20	
7	Smart TV	1	
8	Refrigerator	1	

The OPAPP now invites contractors/suppliers to submit price quotations for the above items.

The Contract will be awarded *per lot* to the **lowest quotation** and **responsive** to the specifications and requirements.

For further inquiries, please coordinate with the BAC Secretariat at telephone number (02) 8636 0706 local 871 or at [bacsec.opapp@gmail.com](mailto:bacsec.opapp@gmail.com)

Sincerely,

Jessica C. Banganan  
PDO IV  
RCCD

Noted by:

Susana Guadalupe H. Marcalda  
Director IV  
RCCD

## **TERMS AND CONDITIONS**

- a) The ABC is inclusive of applicable taxes, fees, and/or levies payable.
- b) The contract shall be awarded to the lowest and responsive bid. Bid amount exceeding the ABC shall be automatically disqualified.
- c) The price quotation must be valid for sixty (60) calendar days from the date of submission of bids.
- d) Bidder shall submit its quotation and the following documents with all its pages on or before 07 June 2021 at 10:00 AM on the place specified below:
  - 1. Mayor's/Business Permit
  - 2. PhilGEPS Registration Number
  - 3. Omnibus Sworn Statement (*Original Copy*)

None submission of any or all the document will be declared ineligible to bid and hence, the bid shall be disqualified.

The above documents shall be submitted in a sealed envelope with the name of the sender, complete mailing address, email address, and telephone or mobile number. Without such details, the bid shall not be accepted.

Submit your bidding documents at:

*BAC Secretariat Office  
3<sup>rd</sup> Floor, Agustin I Building  
F. Ortigas Jr. Road  
Ortigas Center  
Pasig City*

- e) 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 submission of bids.
- f) OPAPP shall conduct evaluation/inspection of goods to be supplied to OPAPP before an award shall be issued.
- g) Subcontracting is not allowed.
- h) Delivery shall be completed within twenty (20) calendar days from receipt of Job/Purchase Order.
- i) Place of Delivery

*M and M Homestay  
28 Brookside, Baguio City*

- j) Payment shall be made to the supplier or distributor within thirty (30) calendar days from complete delivery and submission of pertinent documents for payment as required under existing laws.
- k) Replacement of defective item/s shall be made within seven (7) days from receipt of the supplier or distributor of the formal written notice.
- l) 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 RA 9184.

## QUOTATION FORM

OFFICE OF THE PRESIDENTIAL ADVISER ON THE PEACE PROCESS  
Agustin I Building  
F. Ortigas Jr. Road  
Ortigas Center, Pasig City

Dear **Sir/Ma'am**:

After having carefully read and accepted your terms and conditions, we are pleased to quote you for the following items:

Lot	Technical Requirements	Quantity	Statement of Compliance	Unit Cost	Total Cost
1	Conference Table with Chairs	1 set			
2	Filing Cabinet	3			
3	Sala/Sofa Set	1			
4	Pedestal Cabinet	14			
5	Office Table with Chair	8 sets			
6	Monobloc Chair	20			
7	Smart TV	1			
8	Refrigerator	1			

Prices in the above offer are certified true and correct.

Sincerely,

\_\_\_\_\_  
(Signature over Printed Name of the Authorized Representative)

Company Name: \_\_\_\_\_

Contact No: \_\_\_\_\_

Email Add: \_\_\_\_\_

**Procurement of Office Equipment, Furniture and Fixtures of CBA-CPLA Division**

<b>End-User Unit</b>		<b>RCCD (CBA-CPLA Division)</b>
<b>Approved Budget for the Contract</b>		<b>PhP 281,000.00</b>
<b>Mode of Procurement</b>		<b>Small Value Procurement</b>
<b>QTY</b>	<b>GOODS</b>	<b>TECHNICAL SPECIFICATIONS</b>
1 set	Conference Table with chairs	<ul style="list-style-type: none"> <li>• Standard dimensions</li> <li>• 6-8 pax Conference Table</li> <li>• with wire box</li> <li>• Top: 25 mm thick table top</li> </ul>
3	Filing Cabinet	<ul style="list-style-type: none"> <li>• Steel Cabinet</li> <li>• 90W x 40D x 185H cm</li> <li>• Off white or Beige color</li> <li>• with cabinet and glass door</li> <li>• with lock and key</li> <li>• adjustable shelves</li> </ul>
1	Sala/ sofa set	<ul style="list-style-type: none"> <li>• 8-seater sala/ sofa set with center table</li> <li>• Black Leather Coverings</li> </ul>
14	Pedestal Cabinet	<ul style="list-style-type: none"> <li>• Black</li> <li>• Mobile Pedestal 3 drawers steel filing cabinet</li> </ul>
8 set	Office Table with Chair	<p>Table:</p> <ul style="list-style-type: none"> <li>• with Center and 3 Side Drawers, Round Bullnose Edge</li> <li>• Length: 1200mm</li> <li>• Width: 640mm</li> <li>• Height:750mm</li> </ul> <p>Chair:</p> <ul style="list-style-type: none"> <li>• Managerial Task Chair</li> <li>• black</li> </ul>
20	Monobloc Chair	<ul style="list-style-type: none"> <li>• Adult monoblock chair with backrest</li> </ul>
1	Smart TV	<ul style="list-style-type: none"> <li>• UHD smart LED TV monitor 55 inches</li> <li>• SmartThings App Support</li> <li>• Bluetooth Audio</li> <li>• Real 4K Picture Quality</li> </ul>

		<ul style="list-style-type: none"> <li>• 4K Upscaling</li> <li>• HDR (High Dynamic Range)</li> <li>• UHD Dimming</li> <li>• Mega Contrast</li> <li>• Motion Rate (120Hz)</li> <li>• Wireless LAN Built-In (WiFi)</li> <li>• Adaptive Sound</li> <li>• 20W Sound Output</li> <li>• 2Ch</li> <li>• Dimension (L- 17.8cm x W- 140.6cm x H- 86.3cm)</li> </ul>
1	Refrigerator	<ul style="list-style-type: none"> <li>• 2-door</li> <li>• 5cu Ft</li> <li>• Energy Efficient</li> </ul>