



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

REQUEST FOR QUOTATION

15 June 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 One Hundred Sixty Thousand Forty Pesos (PhP160,040.00) being the Approved Budget for the Contract (ABC) to be paid for the Shopping, as defined under Section 52.1 of the IRR of RA 9184 for the Procurement of Supplies and Materials for the Launching of DAYAW Cordillera listed below:

Lot	Goods	Quantity	Specific Technical Requirements
1	A4 Bond Paper	200	See Annex "A"
2	Riso Black Ink- S722OUA	30	
3	Riso Master- S704OUA	30	
4	Face Shield	184	
5	Alcohol	184	
6	Face Mask	184	

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

Sincerely,


Jessica C. Banganan
PDO IV
RCCD

Noted by:


Susana Guadalupe H. Marcaida
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 25 June 2021 at 10:00 AM on the place specified below:

- 1. Mayor's/Business Permit
- 2. PhilGEPS Registration Number

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
3rd 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

*Mt. Data National Highschool
Bauko, Mountain Province*

- 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	A4 Bond Paper	200			
2	Riso Black Ink- S7220UA	30			
3	Riso Master- S7040UA	30			
4	Face Shield	184			
5	Alcohol	184			
6	Face Mask (Reusable)	184			

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: _____



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Procurement of supplies/ materials for the Launching of DAYAW Cordillera

End-user Unit		RCCD (CBA-CPLA Division)
Approved Budget for the Contract		PhP160,040.00
Mode of Procurement		Shopping
QUANTITY	GOODS	TECHNICAL REQUIREMENTS
200	A4 Bond Paper	<ul style="list-style-type: none"> • A4
30	Riso Black Ink- S7220UA	<ul style="list-style-type: none"> • Riso Black Ink- S7220UA
30	Riso Master- S7040UA	<ul style="list-style-type: none"> • Riso Master- S7040UA
184	Face Shield	<ul style="list-style-type: none"> • Protective face shield
184	Alcohol	<ul style="list-style-type: none"> • 150 ml • 70% Isopropyl Alcohol
184	Face Mask	<ul style="list-style-type: none"> • Reusable • Individually packed
	Delivery Fee/ Courier	<ul style="list-style-type: none"> • Mt Data National High School, Bauko Mt. Province