



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

REQUEST FOR QUOTATION

07 December 2021

The Office of the Presidential Adviser on the Peace Process (OPAPP) through the General Appropriations Act of FY 2021 intends to apply the sum of Sixty-Seven Thousand Five Hundred Pesos (PhP67,500.00) being the Approved Budget for the Contract (ABC) to be paid for the Shopping, as defined under Section 52.1b of the IRR of RA 9184 for the Delivery and supply of Office Table and Chairs for Socioeconomic Division – Task Force for Decommissioned Combatants and their Communities (TFDCC) listed below:

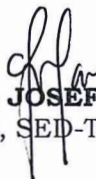
Lot	Goods	Quantity	Specific Technical Requirements
1	Office Table	5	See Annex "A"
2	Office Chair	5	See Annex "A"

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 bac.secretariat@peace.gov.ph.

Sincerely,


CARL JOSEF B. AMOLAR
PDO I, SED-TFDCC

Noted by:


LEILA A. HALUD
PPO V, SED-TFDCC

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 **December 16, 2021 10am** 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

*DPWH XII-Res Mintex
Datu Odin Sinsuat Maguindanao*

- 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
	Office Table	5			
	Office Chair	5			

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: _____

**Delivery and supply of Office Table and Chairs for Socioeconomic Division -
TFDCC**


End-User Unit		Socioeconomic Division– Task Force for Decommissioned Combatants an their Communities - OPAPP Cotabato	
Approved Budget for the Contract		PhP 67,500.00	
Mode of Procurement		Shopping	
Expected Date of Delivery		31 December 2021	
Lot	Goods	Quantity	Specific Technical Requirements
1	Office Tables	5	Dimension: W120 x D70 x H75cm Color: Walnut Primary Material: <ul style="list-style-type: none"> • Made of Melamine laminated on Particle board. • 25mm thick top panel with 0.8mm thick Pvc edging. • 16mm thick front panel with 0.8mm thick Pvc edging. • 18mm thick drawer front, side & back panel with 0.45mm thick PVC edging. • 75mm dia. plastic wirehole cap. • 16" full extension drawer slide mechanism and drawer lock
2	Office Chairs	5	Dimensions W62 x D60 x H111-121cm Item Material <ul style="list-style-type: none"> • Head Rest: Nylon Plastic Covered with Mesh Fabric • Back Rest: Nylon Plastic Frame Covered with Mesh Fabric • Seat: Plywood Frame with Foam Covered with Polyester Fabric • Arm: Polypropylene (Pp) Plastic • Gas Lift: 100mm Length Chrome Gas Lift • Star Base: 350mm Dia. Chrome Base • Wheel Caster: Pu + Nylon Wheel Caster Color Finish <ul style="list-style-type: none"> • Back: Grey • Seat: Black • Base: Chrome Features Butterfly Mechanism <ul style="list-style-type: none"> • Back Rest: Height Adjustable

			<ul style="list-style-type: none"> • Back: Tilt & Lock • Seat: 360 Degree Swivel, Seat Height Adjustable <p>Assembly Required Yes</p>
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Prepared by:


Carl Josef B. Amolar
 PDO I, Socioeconomic Unit

Noted by:


Lella A. Halud
 PPO V, Socioeconomic Division - TFDCC