



Office of the President of the Philippines
Office of the Presidential Adviser on Peace, Reconciliation and Unity
7th Floor, Agustin 1 Building, F. Ortigas Jr. Road, Ortigas Center, 1605 Pasig City Tel (+632) 636-0701 Fax No: (+632) 638-2216

BIDS AND AWARDS COMMITTEE

REQUEST FOR QUOTATION

Date: July 29, 2022

The Office of the Presidential Adviser on Peace, Reconciliation and Unity (OPAPRU) intends to apply the sum of **Four Hundred Seventy Thousand Pesos Only (PhP470,000.00)** being the Approved Budget for the Contract (ABC) for the Procurement of Collaterals relative to the Conduct of Community Orientation and Planning Workshop for the Sustainable and Inclusive Peace and Transformation (SIPAT) Program Fiscal Year 2022, as defined under Section 52.1 of the Implementing Rules and Regulations of RA 9184.

Lot No.	Goods	Quantity	Specific Technical Requirements
1	Water Tumbler	800	See Annex "A"
2	Tote Bag	800	
3	Bomber Jackets	100	
4	Customized Planner 2023	100	

The OPAPRU now invites contractors/suppliers to submit price quotations for the abovementioned procurement project.

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

For further inquiries and clarifications, you may coordinate with the BAC Secretariat at telephone number (02) 8636 0701 to 06 local 871 or email at bac.secretariat@peace.gov.ph.

Sincerely,


SUSANA GUADALUPE H. MARCAIDA
Director IV, RCCD



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TERMS AND CONDITIONS

1. The Approved Budget for the Contract (ABC) is inclusive of applicable taxes, fees, and/or levies payable.
2. The Contract shall be awarded to the lowest and responsive bidder. Bid amount exceeding the ABC shall be automatically disqualified.
3. The price quotation must be valid for sixty (60) calendar days from the date of submission of bids.
4. The Bidder shall submit its quotation with the following documents on or before **09 AUGUST 2022 10AM** on the address specified below:

1. Mayor's/Business Permit
2. PhilGEPS Registration Number
3. Omnibus Sworn Statement (***Original Copy***)
4. Income/Business Tax Return (***note: for ABC above PhP500,000.00***)

5. None submission of any of the document/s will be automatically declared ineligible to bid and hence, the bid shall be disqualified.
6. Bid documents shall be submitted in a ***sealed and signed envelope*** indicating the Procurement title together with the name of the Bidder, complete mailing address, email address, and telephone or mobile number. Without such details, the bid shall not be accepted.
7. The physical bidding documents shall be submitted personally or via courier on or before the set deadline and time at the:

Bids and Awards Committee Secretariat Office

*3rd Floor, Agustin I Building
Emerald Avenue, Ortigas Center, Pasig City*

5. The OPAPRU shall conduct an evaluation/inspection of goods to be supplied/procured before an award shall be issued.
6. Subcontracting is not allowed.
7. The delivery of goods shall be completed within **fifteen (15)** calendar days from receipt of Job/Purchase Order.
8. The place of delivery will be at:

Baguio City Field Office
No. 28 M. Roxas St., Lower Brookside, Baguio City



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9. 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.
10. Replacement of defective item/s shall be made within seven (7) days from receipt of the supplier or distributor of the formal written notice.
11. The OPAPRU 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.



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QUOTATION FORM

Office of the Presidential Adviser on Peace, Reconciliation and Unity

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	Water Tumbler	800 pcs			
2	Tote Bag	800 pcs			
3	Bomber Jackets	100 pcs			
4	Customized Planner 2023	100 pcs			
GRAND TOTAL					

Prices in the above offer are certified true and correct.

Sincerely,

(Signature over Printed Name of the Authorized Representative)

Company Name: _____

Contact No: _____



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Email Address: _____

ANNEX A

TECHNICAL SPECIFICATION

Title of Procurement Project: Procurement of Collaterals relative to the Conduct of Community Orientation and Planning Workshop for the Sustainable and Inclusive Peace and Transformation (SIPAT) Program Fiscal Year 2022

Item	Quantity	Unit	Description
Water Tumbler	800	pcs	<ul style="list-style-type: none">- Hot and Cold, insulated double walled, stainless steel- 1000ml- Printed with a tagline on Regional Autonomy
Tote Bag	800	pcs	<ul style="list-style-type: none">- 18" x 16" x 3" Long Handle- Black Canvass- Printed with a tagline on Regional Autonomy
Bomber Jackets	100	pcs	<ul style="list-style-type: none">- Hooded- Ribbed Cuffs- Zip pockets- Inner Lining- Casual Oversized Cut- With Logo and Ethnic Accent- Reversible – Navy Blue and Red Rose- Printed with a tagline on Regional Autonomy
Customized Planner 2023	100	pcs	<ul style="list-style-type: none">- 150 pages- Hard bound with ethnic covering- Dated monthly and weekly spreads



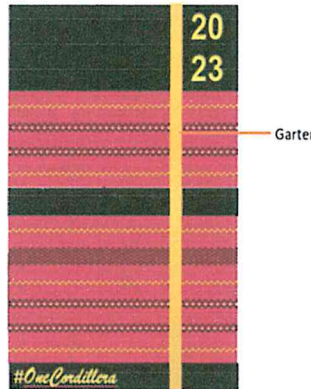
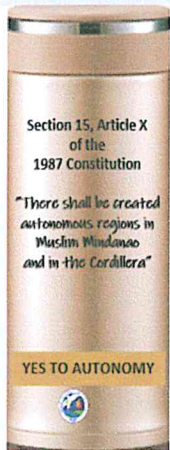
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			<ul style="list-style-type: none">- Two yearly overviews (2022-2023)- Contact pages- Nine Pages for extra notes- A pen Holder- Two Ribbon bookmarks- An expandable inner pocket- An elastic band closure- Printed with a tagline on Regional Autonomy
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SUGGESTED DESIGNS



2023 Planner



tote bag (this design, black)