

PHILIPPINE PORTS AUTHORITY

PMO - Eastern Leyte/Samar

Port Area, Tacloban City

Tel. No. (053) 321-8057, 321-4152

Bids and Awards Committee - Procurement of Goods and Consultancy Services & Engineering Projects (BAC-PGCS/EP)

REQUEST FOR QUOTATION

RFQ for P.R. No.: **TAC-3376-19** P.R. Date: **July 09, 2019**

Date Of Quotation: **July 18, 2019** Revised on: **July 18, 2019**

Project/Title: **Photocopier Machine**

Office/End-User: **Admin, PPA PMO-Eastern Leyte/Samar**

Please read the Terms and Conditions of this Request for Price Quotation (RFQ) and quote your lowest price on the item/s listed below. Submit this RFQ, duly signed and sealed, to the BAC-PGCS/EP Secretariat not later than **8:30 a.m. of July 25, 2019**. **OPENING OF BIDS** shall follow at **10:00 a.m.** on the same day at PPA, PMO-Eastern Leyte/Samar, Conference Room, Port Area, Tacloban City.

ITEM NO.	ITEM/S & SPECIFICATION	QTY	UNIT	AGENCY CANVASSED PRICE		BIDDER'S PRICE QUOTATION	
				UNIT	TOTAL	UNIT	TOTAL
1	Photocopier Machine (copy: 35 ppm; print: -35 ppm; Fax: super G3 & Scan:- black & white, colored - 55 ppm); Printing Resolution 1,200x1,200 dpi;Paper size: Max A3, 11x17" With warranty	1	pc	330,000.00	330,000.00		
	X-X-X-X-X						

NOTE: For use in the Baseport, PMO-ELS.	TOTAL ABC Php	330,000.00	BIDDER'S TOTAL QUOTATION Php
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PRINTED NAME & SIGNATURE OF AUTHORIZED REPRESENTATIVE

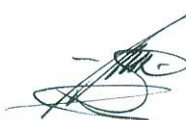
COMPANY NAME: _____

ADDRESS: _____

CONTACT NO.: _____

TERMS AND CONDITIONS
Small Value Procurement (SVP)

- Fill-up all entries legibly; typewritten or handwritten.
- Except for PPA PMO-EL/S accredited suppliers, attach the photocopy following documents:
 - Mayor's Business Permit - 2019
 - PhilGEPS Certificate of Registration
 - Income/Business Tax Return - 2018
- Submit duly notarized **Omnibus Sworn Statement** if awarded the contract.
- Quote on all items specifying the **unit cost for each item, the total cost, and the total price quotation.**
- Any **alteration, erasures or overwriting** shall be valid only if they are **signed** or initialed by the bidder.
- Bids that fail to include any requirement or are incomplete or patently insufficient shall be considered as **"Failed"** under the "Pass/Fail" criterion in Rule IX Section 30.1 of the 2016 Revised IRR of RA 9184.
- The contract shall be awarded to the bidder with the **Single or Lowest Calculated and Responsive Quotation.**
- Deliver the goods within **twenty (20) calendar days** from receipt of the Purchase Order (P.O.); otherwise, you must pay liquidated damages equal to one-tenth (1/10) of one percent (1%) of the cost of the goods to be delivered for every day of delay.
- Warranty for non-expendable goods shall be for a period of at least one (1) year from delivery.
- Bid prices shall be valid for a period of sixty (60) calendar days from date of quotation.
- The Head of the Procuring Entity reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract under Section 41 of the Revised IRR of RA 9184.
- The pertinent provisions of RA 9184 and its Revised IRR shall govern the contract implementation and other matters not expressly mentioned herein.



ATTY. GLENN S. LAGUNAY
Chairperson, BAC-PGCS/EP