



**PMO - NEGROS ORIENTAL/SIQUIJOR**

**REQUEST FOR QUOTATION**

The Philippine Ports Authority, Port Management Office of Negros Oriental/Siquijor, through its Bids and Awards Committee (BAC), invites suppliers/contractor to submit price quotation for the following:

Item No.	Item and Description	Qty.	Unit	Approved Budget for the Contract (ABC)*
1	Supply and Delivery of Glass Panel Windows with ¼" thk. Bronze Tempered Glass on 1-3/4" Analoc Frame (see attached file)	lot	1	Php 110,000.00

\*Inclusive of 12% VAT

Procurement will be conducted in consonance with Section 53.9 (Small Value Procurement) of the 2016 Revised Implementing Rules and Regulations (IRR) of the Republic Act 9184, otherwise known as the "Government Procurement Reform Act". Only sealed quotation from eligible supplier/s will be opened and a Purchase Order will only be awarded per item to the Lowest Calculated and Responsive Quotation.

**Quotation** must be submitted in a **sealed envelope** together with the following documents:

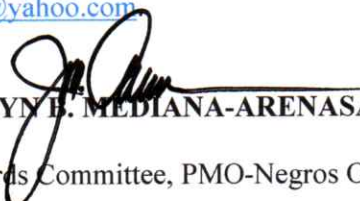
- a) Certified true copy of Valid and Current Mayor's Permit/Bussines Permit, and
- b) PhilGEPS Registration Number

The sealed envelope shall be addressed to:

**ATTY. JENLYN B. MEDIANA-ARENASA**  
Chairperson  
Bids and Awards Committee  
Philippine Ports Authority, PMO-Negros Oriental/Siquijor  
Port Area, Looc, Dumaguete City

Deadline of Submission of Sealed Quotation : October 11, 2021 on or before 10:00 am  
Opening of Sealed Quotation : October 11, 2021 at 11:00 am

Interested suppliers/contractors may obtain further information regarding **RFQ Form and Technical Specifications** from BAC Secretariat at Telephone Number (035) 527-2079 or Email Address [edzmagdalan@yahoo.com](mailto:edzmagdalan@yahoo.com)

  
**ATTY. JENLYN B. MEDIANA-ARENASA**  
Chairperson  
Bids and Awards Committee, PMO-Negros Oriental/Siquijor



## TERMS OF REFERENCE

### PROCUREMENT OF SUPPLY AND DELIVERY OF GLASS PANEL WINDOWS FOR THE INSTALLATION OF UTILITY OFFICE OF PPA, PMO NEGROS ORIENTAL/SIQUIJOR

#### I. RATIONALE

The Philippine Ports Authority, PMO Negros Oriental/Siquijor intends to procure supply and delivery of glass panel windows for the installation of Utility Office at Port Operations Building, Port of Dumaguete through Small Value Procurement in compliance with RA 9184 and its 2016 Revised Implementation Rules and Regulations.

#### II. APPROVED BUDGET FOR THE CONTRACT

The total Approved Budget for the Contract (ABC) for this procurement is One Hundred Ten Thousand Pesos (Php 110,000.00), inclusive of all applicable government taxes.

#### III. CONTRACT DURATION

The Contract shall be for a period of Thirty (30) Calendar Days from receipt of Purchase Order

#### IV. TECHNICAL SPECIFICATION

Items	Description
A. Materials	<ul style="list-style-type: none"> <li>➤ Glass Panel Windows ¼” thk. Bronze Tempered Glass (see attached file of RFQ Form)</li> <li>➤ 1-3/4” x 4” Analoc Framing and other accessories (see attached file of RFQ Form)</li> </ul>

#### V. CONDITIONS

1. The Supplier/Contractor shall ensure that the delivered materials are of good quality and in accordance to the given specifications;
2. Quotations in excess of the Approved Budget for the Contract (ABC) shall be automatically disqualified;
3. Payment shall be processed after completion of delivery subject to complete documents for payment (i.e. Billing of Statement or Statement of Accounts)
4. The Contractor must submit the following:
  - a.) Accomplished Proposal or Quotaion
  - b.) PhilGeps Registration Number
  - c.) Valid/current Mayor's/Business Permit

Prepared by: 

**HUBERT P. MITMIT**  
ESD Manager

Approved by: 

**SARAH R. MIJARES**  
Port Manager

**PHILIPPINE PORTS AUTHORITY  
Administrative Section**

**REQUEST FOR PRICE QUOTATION**

Date : Oct. 6, 2021  
Quotation No. : 2021-110

\_\_\_\_\_  
**Company Name**

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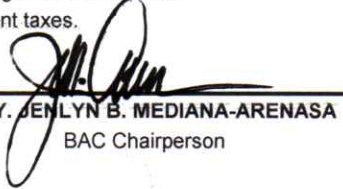
\_\_\_\_\_  
**Address & Tel. No.**

VAT/NON-VAT

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**TIN**

Please quote your lowest price on the item/s listed below, subject to the General Conditions indicated below, stating the shortest time of delivery, and submit your quotation duly signed by your authorized representative not later than 10 calendar days. The total Approved Budget for the Contract (ABC) for this procurement is One Hundred Ten Thousand Pesos Only (Php 110,000.00), inclusive of all applicable government taxes.

  
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**ATTY. JENLYN B. MEDIANA-ARENASA**  
 BAC Chairperson

- NOTE :
1. All entries must be typewritten.
  2. Delivery period must be within sixty (30) calendar days from receipt of Purchase Order.
  3. Price validity must be within thirty (30) calendar days.
  4. Warranty shall be for a period of six (6) months for supplies and materials from date of acceptance by procuring entity.
  5. Submission on the following:
    - a) Current Mayor's Permit
    - b) PhilGEPS Registration Number

Item #	QTY	UNIT	ITEM & DESCRIPTION	UNIT COST	AMOUNT
1	1.00	lot	Supply and delivery of glass panel windows with 1/4" thk. Bronze tempered glass on 1-3/4" x 4" analoc frame (see attached file)		
			x-x-x-x		

After having carefully read and accepted your General Condition, I/WE quote you on the item/s at prices indicated above.

\_\_\_\_\_  
Printed Name and Signature

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Position

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Telephone No.