RFQ No.	SPMD-2024-050
Date	09/20/2024

REQUEST FOR QUOTATION
Alternative-Small Value [Sec 53.9]

The Philippine Economic Zone Authority (PEZA) intends to undertake **Mode of Procurement: Small Value** in accordance with Sec. 53.9 of the 2016 Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Quantity	**Procurement for the Supply and Delivery of Various Wooden Stamp**	**Approved Budget for the Contract (ABC)**
10 pcs	Receiving Stamp	7,576.67
12 pcs	Certified True Copy Stamp	9,492.00
11 pcs	Cancelled Copy Stamp	8,701.00
14 pcs	Approved for Release Stamp	11,074.0
10 pcs	LOA Extension Stamp	8,243.33
16 pcs	In-Bound Shipment Stamp	14,522.67
12 pcs	Hazardous Waste Stamp	11,084.00
12 pcs	Residual Waste Stamp	11,084.00
18 pcs	Gate Exit Stamp	14,238.00
Deadline of Submission of Bid	**September 27, 2024 5:00 p.m.**	**Php 96,015.67**

Interested bidders may submit their duly accomplished and filled-up Annex "A" & "B" on or before the deadline of submission of bids to **Supply and Property Management Division (SPMD), 9th Floor Double Dragon Center, West Building, DD Meridian Park Macapagal Avenue, Pasay City.**

Bids must be submitted manually or thru email together with the following documentary requirements:

✓	Mayor's/Business Permit **or** PhilGEPS Platinum Membership Certificate
✓	Omnibus Sworn Statement (Notarized) for ABCs above 50K under small value only *Note: For sole proprietorship, please attach notarized Special Power of Attorney (SPA) for authorized representative; For partnership, corporation, cooperative, or joint venture, please attach notarized Secretary's Certificate, Board/Partnership Resolution, or SPA, whichever is applicable.*
✓	PhilGEPS Registration Number (*not required if PhilGEPS Platinum Membership Certificate is submitted)*
	Certification of Authorized Reseller / Distributor from HP

Award of contract shall be given to the lowest calculated and responsive bidder per item which complies with the Price Quotation (Annex A), technical specifications (Annex B) and terms and conditions (Annex C).

For any clarification, you may contact **SPMD at telephone nos. (02) 8551-3445 or email spmd@peza.gov.ph**.

LUIS T. QUIAL
Officer-In-Charge, SPMD

RFQ No.	SPMD-2024-050

Annex "A"

PRICE QUOTATION FORM

(Financial Bid)

LUIS T. QUIAL
OIC-SPMD
9th Floor Double Dragon Center, West Building,
DD Meridian Park Macapagal Avenue, Pasay City

Dear Sir:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s (inclusive of VAT) for the following items:

Item No.	Description	*(A)* Quantity	*(B)* Unit Price PhP	*(A x B)* Total Bid Price (PhP)
1	Receiving Stamp	10 pcs		
2	Certified True Copy Stamp	12 pcs		
3	Cancelled Copy Stamp	11 pcs		
4	Approved for Release Stamp	14 pcs		
5	LOA Extension Stamp	10 pcs		
6	In-Bound Shipment Stamp	16 pcs		
7	Hazardous Waste Stamp	12 pcs		
8	Residual Waste Stamp	12 pcs		
9	Gate Exit Stamp	18 pcs		

NAME OF STORE :_____

ADDRESS :_____

PHILGEPS REG. NO. :_____

TIN :_____

AUTHORIZED SIGNATORY:_____
(Signature over Printed Name)

DATE :_____

CONTACT NOS. :_____

EMAIL ADDRESS :_____

INSTRUCTIONS:

(1) Accomplish this Form (Annex A) correctly and accurately.
(2) Do not alter the contents of this form in any way.
(3) Failure to comply with any of the mandatory requirements will disqualify your quotation.
(4) Failure to follow these instructions will disqualify your entire quotation.
(5) Bids exceeding the ABC shall be automatically disqualified.

Annex "B"

Technical Specifications

Item No.	Qty	Specifications	Statement of Compliance (State whether "Comply" or "Not Comply")
1	10 pcs	**Receiving Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	
2	12 pcs	**Certified True Copy Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	
3	11 pcs	**Cancelled Copy Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	
4	14 pcs	**Approved for Release Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	
5	10 pcs	**LOA Extension Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	
6	16 pcs	**In-Bound Shipment Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	
7	12 pcs	**Hazardous Waste Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	
8	12 pcs	**Residual Waste Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	
9	18 pcs	**Gate Exit Stamp**	
		• Size: 1.5" (H) X 2.5" (W) • Wooden Machine Made	

AUTHORIZED SIGNATORY:_____
(Signature over Printed Name)

DATE :_____

Annex "C"

Terms and Conditions

TERMS AND CONDITIONS

- Bidder shall type or write in "Ink" the following on the Price Quotation Form:
  - Name of Store
  - Address
  - PhilGEPS Registration No. / Organization No.
  - TIN
  - Authorized Signatory
  - Date
  - Contact Nos.
  - Email Address

- Submit the filled-up (Annexes A and B) Forms manually or thru email at the following address;

- **Manually** : SPMD, 9th Floor Double Dragon Center, West Building, DD Meridian Park , Macapagal Avenue, Pasay City

  Email: spmd@peza.gov.ph

- Delivery Period: 30 calendar days upon receipt of NOA/ Contract/ PO/ WO /
- Terms of Payment: Through Cheque / 30 working days upon receipt of Original Sales Invoice / Billing Statement.

- Winning Bidder must deliver the items/services to the following address:
  9th Floor DoubleDragon Center, West Building, DD Meridian Park, Macapagal Avenue, Pasay City.

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