RFQ No.	SPMD-2023-024
Date	5/22/2023

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 Furniture	Approved Budget for the Contract (ABC)
4 units	Steel Filing Cabinet Vertical 4 Drawers, Gauge 20	40,716.80
5 units	Steel Cabinet 2 Doors, 5 Layers Swing Door	57,380.00
7 pcs	Staff Chair/Office Chair with Armrest Heavy Duty	25,508.00
3 pcs	Executive Chair, Heavy Duty Leatherette	23,688.00
2 units	Steel Cabinet with Glass Door, 5 Layers	23,952.00
3 units	Steel Cabinet 4 Drawers with Vault	44,898.00
Deadline of Submission of Bid	**May 29, 2023 5:00 p.m.**	**Php 216,142.80**

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)*

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. QUAIL
Officer-In-Charge, SPMD

RFQ No.	SPMD-2023-024

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	Steel Filing Cabinet Vertical 4 Drawers, Gauge 20	4 pcs		
2	Steel Cabinet 2 Doors, 5 Layers Swing Door			
3	Staff Chair/Office Chair with Armrest Heavy Duty			
4	Executive Chair, Heavy Duty Leatherette			
5	Steel Cabinet with Glass Door, 5 Layers			
6	Steel Cabinet 4 Drawers with Vault			

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	4 units	Steel Filing Cabinet Vertical 4 Drawers, Gauge 20	
		• Size: 1320(H) x 460(W) x 620(D)	
		• Color: Beige/Gray	
2	5 units	Steel Cabinet 2 Doors, 5 Layers Swing Door with Key	
		• Size: 900(W) x 400(D) x 1850(H)	
		• Color: Beige/Gray	
		• Gauge 20	
3	7 pcs	Staff Chair/Office Chair with Armrest Heavy Duty	
		• Mid Back Heavy Duty Mesh Chair	
		• Backrest: Mesh	
		• Seatrest: Foam & Fabric Upholstered	
		• Loop Armrest: Nylon	
		• Legs: Chrome Starbase	
		• Color: Black	
4	3pcs	Executive Chair, Heavy Duty High back Chair	
		• Back & Seat: Fabric Foam Upholstered	
		• Leg: Nylon Star Base with Castor Wheels with	
		Armrest	
		• Color: Black	
5	2 units	Steel Cabinet with Glass Door, 5 Layers with Lock	
		• Size: 900(W) x 400(D) x 1850(H)	
		• Color: Beige/Gray	
		• Gauge 20	
6	3 units	Steel Cabinet 4 Drawers with Vault	
		• Key-Lock mechanism	
		• Fits Long Folders	
		• Size: 460(W) x 620(D) x 1331mm(H)	
		• Color: Gray/Beige	

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: 15 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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