Republic of the Philippines
Philippine Economic Zone Authority

RFQ No.	SUSD – 2024 - 07
Date	01 October 2024

REQUEST FOR QUOTATION
Alternative-Small Value Procurement

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

Name of Procurement Project	**Procurement of SUSD Inspection Personal Protective Equipment**
Description/Specifications	**Please refer to the attached Annex B**
Approved Budget for the Contract (ABC)	**Php 100,000.00**
Deadline of Submission of Bid:	**October 18, 2024 5:00PM**

Interested bidders may submit their duly accomplished and filled-up Annex "A" on or before the deadline of submission of bids to **Bids and Awards Committee, 8th Floor Double Dragon Center, West Building, Macapagal Blvd., Pasay City**.

Bidders must submit sealed quotation/s manually in the address given together with the following documentary requirements:

- ✓ Mayor's/Business Permit **or** PhilGEPS Platinum Membership Certificate
- ✓ Omnibus Sworn Statement (Notarized) for ABCs above 50K
  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)*
- ✓ Annual Income Tax Return
  Note:
  - **Latest Income Tax Return filed via eFPS** (For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR) **or**
  - **Latest Business Tax Return filed via eFPS** (Refers to the Value Added Tax (VAT) or Percentage tax returns covering the previous six (6) months. For those with less than six (6) months operations, this refers to the monthly business tax returns filed to date)

Award of contract shall be given to the lowest calculated and responsive bidder which complies with the Price Quotation (Annex A), Technical Specifications/Terms of Reference (Annex B) and Terms and Conditions (Annex C).

For any clarification, you may contact **BAC Secretariat at 8551-3451 loc. 200 or email us at bacsec@peza.gov.ph**

AR. PIERRE GERARD A. POTENCIO
Acting Department Manager - SuSD

RFQ No.	SUSD – 2024 - 07

Annex "A"
PRICE QUOTATION FORM
(Financial Bid)

AR. PIERRE GERARD A. POTENCIO
Acting Department Manager - SuSD
8th Floor Double Dragon Center
West Building, Macapagal Blvd.
Pasay City

Thru: BAC Secretariat

Dear Madam:

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:

Quantity	Specification	Bid Price (PHP)
15 pcs	**Safety Shoes** • Non-Metallic Composite Toe protects the toe from impact or compression • Engineered comfort to keep you feeling energized all day long • Lightweight and athletic • Rubber outsole for grip on any surface Note: Suppliers may recommend the highest quality equivalent they can provide 	**(Inclusive Of VAT)**
45 pcs.	**Face Mask** • 5 layer protective face mask • 2 Non-woven layers, 2 Melt Blown 25g each layer,1 Hot air cotton layer • Easy to wear with simple ear loop hooks • Resealable bag • Adjustable nose bridge 	**(Inclusive Of VAT)**
30 pcs.	**Safety Vest (Black and White)** • Soft, breathable, and chafe-free • 360° degree high brilliance reflective coverage with front and rear reflective panel boosts • Fully adjustable • Front access quick release Note: Suppliers may recommend the highest quality equivalent they can provide	**(Inclusive Of VAT)**

15 pcs.	**Safety Helmet / Hard Hat (White)** • HDPE outer shell with rain trough for water disbursement • Contoured at both sides to accommodate hearing protection • 30mm accessory slot designed to be compatible with a wide range of face shields and hearing products • 6-point suspension with 2-level height adjustment • Easy-to-fit adjustment system Note: Suppliers may recommend the highest quality equivalent they can provide 	**(Inclusive Of VAT)**

15 pcs	**Safety Glasses (Anti-Fog)** • Pressure Diffusion Temple Technology • Adjustable nose bridge • Comfortable Wraparound Frame • Dual-injected adjustable temples • Dual-injected brow bar • Lightweight • Polycarbonate lens 	**(Inclusive Of VAT)**
	Total Bid Price	

COMPANY NAME : _____

ADDRESS : _____

PHILGEPS REG. NO. : _____

BIR TIN No. : _____

AUTHORIZED SIGNATORY: _____

Signature Over Printed Name

DATE : _____

CONTACT NO. : _____

EMAIL ADDRESS: : _____

Annex "B"

TERMS OF REFERENCE

<table>
<tr><th colspan="2"></th><th>Statement of Compliance
(State whether "COMPLY" or "NOT COMPLY")</th></tr>
<tr><td>I</td><td>PROCUREMENT PROJECT
Procurement of SUSD Inspection Personal Protective Equipment</td><td></td></tr>
<tr><td>II</td><td>COVERAGE
Total Personnel : 15 pax</td><td></td></tr>
<tr><td>III</td><td>APPROVED BUDGET FOR THE CONTRACT (ABC)
Php 100,000.00</td><td></td></tr>
<tr><td>IV</td><td>SCOPE OF SERVICES
Supply and Delivery</td><td></td></tr>
<tr><td>V</td><td>DELIVERABLES
<table><tr><th>Quantity</th><th>Specification</th></tr><tr><td>15 pcs.</td><td>Safety Shoes</td></tr><tr><td>45 pcs.</td><td>Face Mask (N95)</td></tr><tr><td>30 pcs.</td><td>Safety Vest (Black and White)</td></tr><tr><td>15 pcs.</td><td>Safety Helmet / Hard Hat (White)</td></tr><tr><td>15 pcs.</td><td>Safety Glasses (Anti-Fog)</td></tr></table>The supplier shall provide product specifications / brochures for approval within three (3) days upon receipt of Notice to Proceed (NTP). SUSD shall approve the submitted documents within three (3) working days upon receipt.</td><td></td></tr>
<tr><td>VI</td><td>TERMS OF PAYMENT
The end-user shall have a period of fifteen (15) working days to process payment that after the delivery and acceptance of Personal Protective Equipment.

All payments shall be subject to existing government accounting and auditing rules.</td><td></td></tr>
<tr><td>VII</td><td>PROJECT DURATION
Delivery shall not exceed one (1) months upon issuance of NTP.

Notwithstanding any provisions to the contrary, PEZA shall have the right, power and privilege to terminate the services of the Service Provider pursuant to Annex "I" of the 2016 revised implementing rules and regulations (IRR) of RA 9184 and related issuances.</td><td></td></tr>
</table>

VIII	**PENALTY CLAUSES** If in case the Supplier fails to deliver the Personal Protective Equipment as scheduled for any reason, the Supplier shall be liable for damages pursuant to Section 68 of the 2016 revised IRR of RA 9184 and associated issuances. The Supplier shall not assign or sub-contract the services or any portion thereof without the prior written approval of PEZA. Violation of this condition may be a ground for the cancellation of the Contract by PEZA.	

AUTHORIZED SIGNATORY: _____

Signature Over Printed Name

DATE : _____

Annex "C"

TERMS AND CONDITIONS

1. 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

2. Submit the filled-up Forms (Annexes A and B) manually at:
   BAC Secretariat, 8th floor Double Dragon Center West Building, DD Meridian Park, Macapagal Avenue, Pasay City

3. Delivery Period: 3 calendar days upon receipt of NOA / Contract / PO / WO

4. Terms of Payment: Through Cheque / 15 working days upon receipt of Original Sales Invoice / Billing Statement.

5. Winning Bidder must deliver the items to the following address:
   Support Services Department, 8th floor Double Dragon Center West Building, DD Meridian Park, Macapagal Avenue, Pasay City