Republic of the Philippines
Philippine Economic Zone Authority

RFQ No.	RFQ No. GSD 2024-17
Date	February 20, 2024

REQUEST FOR QUOTATION
Alternative-Small Value Procurement

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

Item No.	Qty	Procurement for the Supply and Delivery of Contruction Materials for the Fabrication of Tables/Cabinets for COA Office use.	Approved Budget for the Contract (ABC) (PhP)
1	10 pcs	3/4" Marine Plywood	17,213.33
2	20 pcs	1 1/2 x 2 x 8 KD	4,840.00
3	2 kls	Stikwel	505.34
4	1 kl	1" Finishing Nail	106.00
5	1 kl	2" Finishing Nail	104.00
6	9 pcs	Formica Light color brown with design	16,740.00
7	50 mtrs	PVC Edging Light Color Brown	3,383.50
8	2 gal	Contact Cement	1,953.34
9	3 pcs	1/4" Marine Plywood	1,880.01
10	12 sets	Inset Concealed Hinges	1,460.04
11	12 pcs	Cabinet Handle	1,299.96
12	2 ltrs	Lacquer Putty	549.34
13	1 ltr	QDE Black	283.33
14	24 pcs	Adjustable Nail Glide with T Nut 30mm	2,344.08
15	5 pcs	Formica dark brown with design	9,300.00
Deadline of Submission of Bid: February 26, 2024 11:00AM			**PhP61,962.27**

Interested bidders may submit their duly accomplished and filled-up Annex "A" & "B" on or before the deadline of submission of bids to **General Administrative Services Department, 9th 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 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 **General Administrative Services Department (GASD) at 8551-3451 loc. 336 or email us at gasd@peza.gov.ph**

CHRISTOPHER N. OGALI
Officer-in-Charge
General Services Division (GSD)

RFQ No.	GSD 2024-17

Annex "A"

PRICE QUOTATION FORM

(Financial Bid)

MR. CHRISTOPHER N. OGALI
Officer-in-Charge
General Services Division (GSD)
9th Floor Double Dragon Center, West Building, Macapagal Blvd. 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)*	*(B)*	*(A x B)*
		Quantity	**Unit Price (PhP)**	**Total Bid Price (PhP)**
1	**3/4" Marine Plywood**	10 pcs		
2	**1 1/2 x 2 x 8 KD**	20 pcs		
3	**Stikwel**	2 kls		
4	**1" Finishing Nail**	1 kl		
5	**2" Finishing Nail**	1 kl		
6	**Formica Light color brown with design**	9 pcs		
7	**PVC Edging Light Color Brown**	50 mtrs		
8	**Contact Cement**	2 gal		
9	**1/4" Marine Plywood**	3 pcs		
10	**Inset Concealed Hinges**	12 sets		
11	**Cabinet Handle**	12 pcs		
12	**Lacquer Putty**	2 ltrs		
13	**QDE Black**	1 ltr		
14	**Adjustable Nail Glide with T Nut 30mm**	24 pcs		
15	**Formica dark brown with design**	5 pcs		

NAME OF STORE : _____

ADDRESS : _____

_____

PHILGEPS REG. NO. : _____

_____

TIN : _____

AUTHORIZED SIGNATORY: _____

Signature Over Printed Name

DATE : _____

CONTACT NO. : _____

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	Marine Plywood Size: 3/4"	
2	20 pcs	KD Size: 1 1/2 x 2 x 8 KD	
3	2 kls	Stikwel	
4	1 kl	Finishing Nail Size: 1"	
5	1 kl	Finishing Nail Size: 2"	
6	9 pcs	Formica Light color brown with design	
7	50 mtrs	PVC Edging Light Color Brown	
8	2 gal	Contact Cement	
9	3 pcs	Marine Plywood Size: 1/4"	
10	12 sets	Inset Concealed Hinges	
11	12 pcs	Cabinet Handle	
12	2 ltrs	Lacquer Putty	
13	1 ltr	QDE Black	
14	24 pcs	Adjustable Nail Glide with T Nut Size: 30mm	
15	5 pcs	Formica dark brown with design	
Delivery Address: PEZA Old Office, Roxas Boulevard corner San Luis St., Bgry. San Jose, Pasay City			

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

  Manually : GSD Office, 9th floor Double Dragon Center, West Building, DD Meridian Park , Macapagal Avenue, Pasay City

- Delivery Period: 15 calendar days upon receipt of NOA/ Contract/ PO/ WO or on the scheduled services.
- Terms of Payment: Through Cheque / 15 working days upon receipt of Original Sales Invoice / Billing Statement.
- Winning Bidder must deliver the items/services to the following address:
  - PEZA Old Office, Roxas Boulevard corner San Luis St., Bgry. San Jose, Pasay City