RFQ No.	SPMD-2024-040
Date	08/02/2024

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 2016Revised Implementing Rules and Regulations of the Republic Act No. 9184.

Quantity	Procurement for the Supply and Delivery of Office Furniture	Approved Budget for the Contract (ABC)
2 units	Foldable Tables White color 6 feet	11,142.80
2 units	Foldable Tables White color 4 feet	6,847.60
2 units	Folding Bed	10,132.50
6 units	Mobile Pedestal 3-layers	32,125.68
1 unit	Steel Filing Cabinet w/ Safety Vault (4-drawers)	15,783.83
8 units	Steel Cabinet 2-doors 5-layers Swing doors Gauge 20	90,133.36
1 unit	Cabinet Hanley Tall Metal	15,607.40
3 units	Executive Chair Heavy Duty w/ armrest	22,725.00
68 units	Monobloc Chair White color	32,385.00
4 units	Monobloc Table White color 4-seater capacity	7,600.00
1 unit	Clerical Chair w/ armrest	4,276.33
3 units	Visitor Chair	10,350.00
Deadline of Submission of Bid	**Aug. 09, 2024 5:00 p.m.**	**Php 259,109.50**

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), 9thFloor Double Dragon Center, West Building, DD Meridian Park Macapagal Avenue, Pasay City.**

Bids must be submitted manually or thru email together with the followingdocumentary 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. QUIAL
Officer-In-Charge, SPMD

RFQ No.	SPMD-2024-040

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	Foldable Tables White color 6 feet	2 units		
2	Foldable Tables White color 4 feet	2 units		
3	Folding Bed	2 units		
4	Mobile Pedestal 3-layers	6 units		
5	Steel Filing Cabinet w/ Safety Vault (4-	1 unit		
6	Steel Cabinet 2-doors 5-layers Swing doors	8 units		
7	Cabinet Hanley Tall Metal	1 unit		
8	Executive Chair Heavy Duty w/ armrest	3 units		
9	Monobloc Chair White color	68 units		
10	Monobloc Table White color 4-seater	4 units		
11	Clerical Chair w/ armrest	1 unit		
12	Visitor Chair	3 units		

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	2 units	Foldable Tables White color 6 feet	
2	2 units	Foldable Tables White color 4 feet	
3	2 units	Folding Bed	
4	6 units	Mobile Pedestal 3-layers	
5	1 unit	Steel Filing Cabinet w/ Safety Vault (4-drawers)	
6	8 units	Steel Cabinet 2-doors 5-layers Swing doors Gauge 20	
7	1 unit	Cabinet Hanley Tall Metal	
8	3 units	Executive Chair Heavy Duty w/ armrest	
9	68 units	Monobloc Chair White color	
10	4 units	Monobloc Table White color 4-seater	
11	1 unit	Clerical Chair w/ armrest	
12	3 units	Visitor Chair	

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 / 15 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.