Republic of the Philippines
Philippine Economic Zone Authority

RFQ No.	GAD-2022-11-01
Date	11/10/2022

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 GAD #VAWFREEPH 18-day campaign advocacy shirt
Description/Specifications	Please refer to the attached Annex B
Approved Budget for the Contract (ABC)	Php 350,000.00
Deadline of Submission of Bid:	**November 14, 2022 5:00PM**

Interested bidders may submit their duly accomplished and filled-up Annex "A" & "B" on or before the deadline of submission of bids to **Bids and Awards Committee, 8hFloor 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 Ms. Luzbe Belen at telephone nos. (02) 8802 5644 or email luzbe.belen@peza.gov.ph.

VIVIAN C. TOLEDO
OIC- GM, PASG

RFQ No.	GAD-2022-11-01

Annex "A"

PRICE QUOTATION FORM

(Financial Bid)

OIC-GM VIVIAN C. TOLEDO
Personnel & Administrative Services Group
BIDS AND AWARDS COMMITTEE
8th Floor Double Dragon Center, West
Building, Macapagal Blvd.Pasay City

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:

No.	Description	Total Bid Price
1 Lot	Please see attached technical specifications for reference	Php
	Total	(Inclusive of VAT)

COMPANY/CLINIC NAME : _____

ADDRESS : _____

PHILGEPS REG. NO. : _____

BIR TIN No. : _____

AUTHORIZED SIGNATORY: _____

Signature Over Printed Name

DATE : _____

CONTACT NO. : _____

EMAIL ADDRESS: : _____

INSTRUCTIONS:

(1) Accomplish this Form 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.

Annex "B"

Terms of Reference

Procurement for the Provision, Supply and Delivery of the CY 2022 Annual Medical and Physical Examination (APE) for PEZA

QTY	**Specifications**	**Statement of Compliance** (State whether "Comply" or "Not Comply")

600 pcs	**Collared Shirt (For GAD #VAWFREEPH 18-day campaign advocacy shirt Celebration)**
	
	• Material: Spundy
	• Design: Collared Shirt
	• Print: Sublimated
	• Color
	  ○ Shirt: White
	  ○ Sleeve: Multicolored (White/Blue/Orange)
	• With printed colored logo in left chest area (Size: 1.5" x 1.5")
	• With printed colored logo in upper back area (Size: 4" x 6")
	• With available sizes from XS – 5XL
	• Sample:	

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 : CPD, 8th floor Double Dragon Center, West Building, DD Meridian Park , Macapagal Avenue, Pasay City

- Delivery Period: December 09, 2022
- 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:
  - 8th floor DoubleDragon Center, West Building, DD Meridian Park, Macapagal Avenue, Pasay City