Republic of the Philippines
# PHILIPPINE ECONOMIC ZONE AUTHORITY

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| RFQ No. | RFQ No. GSD 2024-113 |
| Date | November 15, 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. | Quantity | Procurement for the Supply and Delivery of Materials for the Re-tiling of floor at PEZA LISP III-SEZ | Approved Budget for the Contract (ABC) (PhP) |
|---|---|---|---|
| 1 | 1 Lot | Floor Tiles size 60x60 – 290 pcs<br>Tile Adhesive – 25 bags<br>Delivery Included | **72,267.72** |
| **Deadline of Submission of Bid: November 20, 2024 11:00AM** | | | |

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<br>*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 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**

**NILDA T. LUMAPAK**
Officer-in-Charge
General Services Division (GSD)

Annex "B"

# Technical Specifications

| Item No. | Qty | Specifications | Statement of Compliance (State whether "Comply" or "Not Comply") |
|---|---|---|---|
| 1 | 1 Lot | **Procurement for the Supply and Delivery of Materials for the Re-tiling of floor at PEZA LISP III-SEZ** | |
| | | 1. Floor tiles size 60x60 – 290 pcs | |
| | | 2. Color of tiles: Light Cream | |
| | | 3. Tile adhesive 25kg/bag – 25 bags | |
| | | 4. **Delivery Address:** PEZA Light Industry and Science Park III-SEZ Brgy. San Rafael, Sto. Thomas, Batangas | |

**AUTHORIZED SIGNATORY:** _____

(Signature Over Printed Name)

**DATE** : _____

| RFQ No. | GSD 2024-113 |
|---|---|

Annex "A"

**PRICE QUOTATION FORM**
(Financial Bid)

**NILDA T. LUMAPAK**
Officer-in-Charge
General Services Division (GSD)
9th Floor Double Dragon Center, West Building, Macapagal Blvd. Pasay City

Dear Ma'am,

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 | Floor Tiles size 60x60 – 290 pcs<br>Tile Adhesive – 25 bags<br>Delivery Included (Please see Annex B for the complete address) | 1 Lot | | |

**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 "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

  **Email Address**: gasd@peza.gov.ph

- 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 Light Industry and Science Park III-SEZ Brgy. San Rafael, Sto. Thomas, Batangas