



PHILIPPINE ECONOMIC ZONE AUTHORITY

| | |
|---------|-----------------|
| RFQ No. | BAC-2022-10-10 |
| Date | 10 October 2022 |

REQUEST FOR QUOTATION Alternative-Small Value Procurement

Name of Company: _____

Address: _____

PhilGEPS Reg. No. _____

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 Project | Procurement of 2022 PEZA Corporate Gifts |
| Description/Specifications | Attached Annex "A" |
| Approved Budget for the Contract (ABC) | Php 974,000.00 |
| Deadline of Submission of Bid | October 17, 2022 5:00 p.m. |

Interested bidders may submit their duly accomplished and filled-up Request for Quotation Including filled-up Annex "A" & "B" on or before the deadline of submission of bids to at the PEZA Head Office, **8thFloor Double Dragon Center, West Building, Macapagal Blvd., Pasay City.**

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

- 1.) Mayor's/Business Permit or PhilGEPS Platinum Membership Certificate
- 2.) Omnibus Sworn Statement (Notarized)
- 3.) 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/email BAC Secretariat and or PPRG at telephone nos. (02) 8551-3438 / (02) 85513451 local 222 or 85513429 or bacsec@peza.gov.ph.


GM ANIDELLE JOY M. ALGUSO
 BAC Chairperson



| | |
|---------|----------------|
| RFQ No. | BAC-2022-10-10 |
|---------|----------------|

Annex "A"
PRICE QUOTATION FORM
(Financial Bid)

GM ANIDELLE JOY M. ALGUSO

BAC Chairperson
8th Floor Double Dragon Center
West Building, Macapagal Blvd.
Pasay City

Thru: BAC Secretariat

Dear GM Alguso:

After having carefully read and accepted the Terms and Conditions of this RFQ and followed Instructions to Bidders, hereunder is our quotation/s for the items as follows:

| Description | Bid Price (PHP) |
|--|---------------------------|
| Please see attached technical specifications for reference | Php |
| | (Inclusive of VAT) |

Signature over Printed Name

Office Telephone No. / Mobile Telephone No.

Email address/es

| |
|---|
| <p>INSTRUCTIONS:</p> <p>(1) Accomplish this RFQ 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.</p> |
|---|


"Annex B"
Technical Specifications

Annex A
(Technical Specifications)
CORPORATE GIVEAWAYS

LOT 1

| GIFT ITEMS | QUANTITY | BUDGET |
|--|----------|------------|
| <p>Ultimate Everyday Gourmet Coffee Set</p>  <p>Inclusions:</p> <ul style="list-style-type: none"> • Manual Coffee Grinder • 500g pack Batangas Coffee Beans • Coffee Scoop • Print: 1 color, 3 locations, silkscreen • Packaging: Rigid Box with 1 color stamping, with Ecobag with 1 color logo print | 200 pcs | 344,000.00 |


LOT 2

| GIFT ITEMS | QUANTITY | BUDGET |
|---|----------|------------|
| <p>Office Gift Set A</p> <p>Components:</p>  <ul style="list-style-type: none"> 1 x Laptop Desk Mat <ul style="list-style-type: none"> • Print: Debossed print • Packaging: Plain box with 1 color logo print 1 x Notebook with 3-Toned Cover <ul style="list-style-type: none"> • Print: Silkscreen • Packaging: Rigid box with 1 color stamping | 650 pcs | 455,000.00 |


LOT 3

| GIFT ITEMS | QUANTITY | BUDGET |
|--|----------------|------------------|
| <p>Office Gift Set B</p>  <p>Components:</p> <p>1 x Laptop Desk Mat</p> <ul style="list-style-type: none"> • Print: Debossed print • Packaging: Plain box with 1 color logo print <p>1 x Desk Calendar</p> <ul style="list-style-type: none"> • Size: 6" x 8" • Packaging: Rigid box with 1 color stamping | <p>100 pcs</p> | <p>74,500.00</p> |


LOT 4

| GIFT ITEMS | QUANTITY | BUDGET |
|--|----------------|------------------|
|  <p>Mini Bladeless Fan</p> <p>Inclusions:</p> <ul style="list-style-type: none"> • Print: 1 color, 1 location, silk screen • Packaging: Rigid Box with 1 color stamping, with logo engraving | <p>100 pcs</p> | <p>48,500.00</p> |

LOT 5

| GIFT ITEMS | QUANTITY | BUDGET |
|--|----------------|------------------|
|  <p>Cube Notepad with Post It</p> <ul style="list-style-type: none"> • Print: 1 color, 1 location, silkscreen • Packaging: Paper bag with logo | <p>100 pcs</p> | <p>20,500.00</p> |

LOT 6

| GIFT ITEMS | QUANTITY | BUDGET |
|--|-----------------|---------------|
| <p>Card Case</p>  <p>Print: 1 color, 1 location, silkscreen Packaging: Paper bag with logo</p> | 100 pcs | 31,500.00 |

(Annex C)

TERMS AND CONDITIONS

- Bidder shall type or write in "Ink" the following on the Request for Quotation:
 - his/her name or business name;
 - address; and
 - identification of the item/s being quoted.
- Submitted the filled-up RFQ manually or thru email at the following address;
Manually : 8th floor Double Dragon Center, West Building, DD Meridian Park , Macapagal Avenue, Pasay City
Email: bacsec@peza.gov.ph
- Delivery Period: Thirty to Forty-Five (45) calendar days upon receipt of NTP/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:
8th floor DoubleDragon Center, west Building, DD Meridian Park, Macapagal Avenue, Pasay City