



Date: August 20, 2021

## REQUEST FOR QUOTATION

Project Number: \_\_\_\_\_

Reference PR Number: 21-08-0531

Sir/Madam:

Please quote your best offer for the item/s listed below, subject to the Terms and Conditions provided. Submit your quotation duly signed by you or your duly authorized representative through email ([rockypagaduan@gmail.com](mailto:rockypagaduan@gmail.com) / courier - if sealed, addressed to Mr. Rocky Y. Pagaduan) or fax at (085)343-0768 not later than August 24, 2021.

**ROCKY Y. PAGADUAN**  
BUYER/CANVASSER

**ADELAIDA B. GIRAY**  
Supervising Admin Officer

### PROCUREMENT TERMS AND CONDITIONS

- The Approved Budget for the Contract (ABC) is **Php 259,000.00**
- Prices quoted are subject to deduction of 5% VAT & 1% EWT (for goods) or 5% VAT & 2% EWT (for services).
- All bids in excess of the ABC will be rejected.
- Complete technical specifications, brand and model must be indicated in the price quotation for evaluation purposes.
- Delivery period shall be indicated in the quotation. Liquidated damages equivalent to 1/10 of 1% per day of delay for the value of undelivered items shall be
- Goods, supplies, equipment, or work done are subject to inspection/acceptance, PhilRice reserves the right to cancel, reject, or rebid the items which do not conform with the technical specifications.
- NEW** suppliers are required to submit a photocopy of **valid Mayor's Business Permit, valid PhilGEPS Registration Number and valid PCAB License (if applicable)** together with their quotations. Please disregard if you have submitted an updated copy/ies. This shall be subjected for validation.
- The winning Bidder is required to submit a photocopy of **Latest Income/Business Tax Return** and original copy of **Omnibus Sworn Statement** prescribed by the GPPB **PRIOR TO PAYMENT** of the goods delivered/services rendered.
- Supplier warrants that s/he has not given nor promised to give any money or gift to any PhilRice employee to secure this offer and to obtain an award.

**\*\*\*Partial Bids are Accepted\*\*\***

| Item No. | Quantity | Unit | Item and Description  | Unit Price | Total Amount |
|----------|----------|------|---|------------|--------------|
|          |          |      | <b>Supply and Delivery of Furnitures &amp; Fixtures for ADMIN Office</b>  |            |              |
| 1        | 20       | unit | <b>Steel Cabinet</b> with 4 drawers, individual lock, heavy duty, glossy, cream color can store legal documents |            |              |
| 2        | 10       | unit | <b>Foldable Table</b> , white, 4 ft., light weight design (indoor/outdoor use, superior strength & durable)     |            |              |
| 3        | 10       | unit | <b>Display Rack</b> (rack stack shelves, metal)   |            |              |
| 4        | 1        | unit | <b>Coffee Table with roller</b>   |            |              |
| 5        | 1        | unit | <b>Kitchen Cabinet</b> (made of aluminum)   |            |              |
|          |          |      | <i>x-x-x-x-x nothing follows x-x-x-x-x</i>  |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |
|          |          |      |   |            |              |

Delivery Period: ☐ 30 calendar days ☐ 15 calendar days ☐ 7 calendar days ☐ Others: \_\_\_\_\_

Place of Delivery: ☐ PhilRice AES ☐ ATI-OC ☐ Others: \_\_\_\_\_

Price Validity: ☐ 120 calendar days ☐ 60 calendar days ☐ 30 calendar days ☐ Others: \_\_\_\_\_

Warranty: ☐ 1 year ☐ 3 months ☐ Others: \_\_\_\_\_

Payment Term: ☐ 30 calendar days ☐ 15 calendar days ☐ Others: \_\_\_\_\_

After having carefully read and accepted the Procurement Terms & Conditions, I/We quote you on the item at prices noted above.

PRINTED NAME/SIGNATURE OF AUTHORIZED REPRESENTATIVE

Designation: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
**PhilGEPS Registration No.:** \_\_\_\_\_  
Telephone Number: \_\_\_\_\_  
Email Address: \_\_\_\_\_

PRRI RFQ Rev 5 Effectivity Date: Oct 29, 2019



REQUEST FOR QUOTATION

Project Number: \_\_\_\_\_  
Reference PR Number: 21-08-0531 \_\_\_\_\_