Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
Regional Office No. V, Rizal Street Legazpi City

REQUEST FOR QUOTATIONS

MODE OF PROCUREMENT:	**Small Value Procurement (SEC. 53.9)**	RFQ No. :	**2020-189**
Name of Procuring Entity:	**DILG**	Date:	December 07, 2020
Office/End User:	**FAD**		
Company Name			
Address			
PhilGEPS Registration No.			

Please quote your lowest price for the requirements listed hereunder subject to the Terms and Conditions stated below and submit to this office duly signed.

TERMS AND CONDITIONS:

1. Bidders shall provide correct and accurate information required in this form.
2. Bidders may quote for any or all items.
3. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission.
4. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable.
5. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected.
6. Award of Contract shall be made to the lowest quotation (for goods) or the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
7. Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s).
8. The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
9. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DILG shall rescind the contract once the cumulative amount of liquidated damages reaches ten (10) percent of the amount of the contract, without amount of the contract, without prejudice to other courses of action and remedies open to it.

APPROVED BUDGET FOR THE CONTRACT (ABC):

PHP 216,000.00

ALFREDO L. SALLAN
BAC Chairman

	ITEM DESCRIPTION	QTY	UNIT	Approved Budget for the Contract	Unit Price	Total Price	Compliance with Technical Specifications (please check)		Remarks
							Yes	No	
	Purchase of Vitamins for use of DILG Region V Employees in Relation to COVID-19 Pandemic.								
1	**Vitamin C with Zinc**								
	***500 mg Vitamin C and 10mg Zinc**	**360**	**Box**	**216,000.00**					
	***100 pcs/box (6.00 per piece)**								

REF:
Purchase Request No. 2020-12-232
Approved and Funded PPMP

Warranty **Price Validity**

After having carefully read and accepted your General Conditions, I/WE quote on the item(s) at prices noted above.

Printed Name/Signature/Date

Tel. No./Cellphone No.

Supply & Delivery Conditions:
1. Deliver of item is required: As Stated
2. Details related to implementation shall be communicated with ALFREDO L. SALLAN; End-User.

NOTE:
*In order to be eligible for this procurement, suppliers/service providers must submit together with the quotation/proposal and the following eligibility requirements:

1. Valid Business Permit, Mayors Permit, Certicaficate of Business Name (DTI, SEC) [ ] [ ]
2. PhilGEPS Registration No. (Please indicate on the space provided above) [ ] [ ]

Important:
*Please submit your quotation/s **on/or before** _____ **at 09:00 am.**