



Republic of the Philippines
DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT
 REGIONAL OFFICE I

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| Document Code FM-OP-DILG-AS-RO-10-07 | | |
| Rev. No. 00 | Eff. Date 06.15.21 | Page 1 of 1 |


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| MODE OF PROCUREMENT: | SVP | RFQ No. : 2022-06-137 |
| Name of Procuring Entity: | DILG | Date: JUNE 8, 2022 |
| Office/End User: | PDMU | |
| 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:

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| <ol style="list-style-type: none"> Bidders shall provide correct and accurate information required in this form. Bidders may quote for any or all items. Price quotation(s) must be valid for a period of 60 calendar days from the date of submission. Price quotation(s) to be denominated in Philippine Peso shall include all taxes duties and/or levies payable. Quotations exceeding the Approved Budget for the Contract (ABC) shall be rejected. 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. | <ol style="list-style-type: none"> Any interlineations, erasures, or overwriting shall be valid only if they are signed or initialed by the supplier or its authorized representative(s). The DILG shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications. 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 prejudice to other courses of action and remedies open to it. |
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| APPROVED BUDGET FOR THE CONTRACT (ABC): PHP 93,900.00 |  PEDRO D. GONZALES BAC Chairperson |
|----------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------|

| ITEM NO. | ITEM DESCRIPTION | QTY. | UNIT | ABC PER ITEM | PRICE PER UNIT |
|----------|---------------------------------------------------------------------------------------------------------------------------------|------|------|--------------|----------------|
| | Videographer Travel Bag (Endurax Extra Large Camera DSLR/SLR Backpack for Outdoor Hiking Trekking with 15.6 Laptop Compartment) | 1 | pc | 6,000.00 | |
| | Laminating Machine (Heavy-duty, A3, hot and cold) | 1 | unit | 5,000.00 | |
| | Laminating Film (250microns, 100pcs per pack, Long) | 1 | pack | 1,100.00 | |
| | Extension Cord (Universal, 8 to 10 socket, 2 meters cord, with breaker for surge protector) | 2 | unit | 1,100.00 | |
| | Computer Keyboard (heavyduty, usb cable wired) | 10 | unit | 800.00 | |
| | Rechargeable Wireless Mouse (heavyduty, up to 8hrs life battery, 15meter Operating Range, 1200 DPI) | 10 | unit | 1,100.00 | |
| | Mouse Pad (3XL size) | 5 | pcs | 300.00 | |
| | Mouse Pad (large) | 5 | pcs | 150.00 | |
| | External Hard drive (1TB) | 5 | unit | 2,500.00 | |
| | Flash Drive (8GB) | 20 | unit | 240.00 | |
| | Flash Drive (16GB) | 20 | unit | 430.00 | |
| | Tripod (Heavy Duty, Aluminum, 4 leg sections, max height: 175cm) | 1 | unit | 4,000.00 | |
| | Paper Plate (50pcs per pack) | 10 | pack | 60.00 | |
| | Paper Cups (12 oz, 50pcs per pack) | 10 | pack | 80.00 | |
| | Balloons (matt, 12", 50pcs per pack) | 10 | pack | 250.00 | |
| | Ring Light (w/ stand 210cm, 21 inches light) | 2 | unit | 250.00 | |
| | Floormat (cloth, ordinary) | 5 | pc | 100.00 | |
| | floor mop | 1 | set | 500.00 | |
| | Alcohol spray bottle keychain (50mL) | 50 | pc | 60.00 | |
| | Alcohol (galloon) | 10 | gal | 500.00 | |
| | Handsoap | 10 | bot | 150.00 | |
| | Tissue (2ply, 12rolls per pack) | 10 | pack | 105.00 | |

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|-------------------------------------------------|----|------|----------|
| Facemask (3ply, 50pcs per box) | 50 | box | 100.00 |
| Powerbank (20,000mAh, durable and long lasting) | 5 | unit | 1,500.00 |
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Bidders shall submit their quotation together with all the required documents on or before June 13, 2022 to the BAC Secretariat. The BAC shall not accept quotations received after the deadline. 2:00 PM

***Please submit your quotation for the WHOLE LOT.**

REQUIRED DOCUMENTS:
Submission of Bid/Offer
 1. Valid Business / Mayor's Permit
 2. Latest Income / Business Tax Return/ Tax Clearance
 3. PhilGEPS Registration Number

PRIOR TO ISSUANCE OF NOTICE OF AWARD:
 4. Omnibus Sworn Statement
 5. Special Power of Attorney for Authorized Representative /

Purpose / Title of Activity: For Official Use: Refresher on the preparation of the Municipal Water Supply and Sanitation Master Plan

Date of the Activity:

| | | |
|-----------------------------------|----------------|--|
| | Price Validity | |
| <hr/> Printed Name/Signature/Date | | |
| <hr/> Tel. No./Cellphone No. | | |