



NAVAL WATER DISTRICT
Castin St., Naval,
Province of Biliran, 6560

REQUEST FOR QUOTATION (RFQ)
NEGOTIATED PROCUREMENT -Small Value Procurement

RFQ No : 2018 - 08 - 037

Reference: PR No.: PECM 2018-27
FCD 2018-06-001 & 002
AD 2018-06-002 & 003

Date : August 03, 2018

Office/End-User Unit: PECM, FCD, & Admin.

THE MANAGER

SIR/MADAM:

Please quote your price for the item specified below, taking into consideration the following:

PROCUREMENT TERMS & CONDITIONS

- The Total Approved Budget for the Contract (ABC) for the Supply & Delivery of Desktop Computers & Printers is: **Two Hundred Seventy Seven Thousand Six Hundred Fifty Pesos (Php 277,650.00)**
- Price quotation/s to be denominated in Philippine Peso and shall include all taxes, duties, freight and handing, and/or levies payable and shall be firm and valid for the period of at least thirty (30) days from the of receipt of quotation and shall be binding upon the supplier within the period.
- Any interlinations, erasures, or overwriting shall be valid only if they are signed or initiated by you or any of duly authorized representatives/s.
- Deadline for the submission of Bids will be on: **August 15, 2018, 10:00 AM**
- Delivery/Payment Terms:

a) Place : <u>NWD Office, Castin St.,</u> <u>Naval, Biliran</u>	C) Mode : <u>Delivery</u>
b) Date : <u>within 15 days from receipt of</u> <u>Purchase Order</u>	d) Payment Term: <u>within 15 days from complete</u> <u>delivery and final acceptance</u>
- Bidders must secure copy of the original RFQ at Naval Water District office from the BAC Secretariat during office hours. The RFQ and a copy of the Certification of Philgeps Registration must be submitted or mailed in a sealed envelop duly mark (including the RFQ Reference of the project for proper identification) and will be open only on the scheduled date of bid opening. Only original RFQ will be considered during evaluation.
- Evaluation of bids will be conducted on a per "LOT" basis. Prospective bidders must quote for all the item listed herein, otherwise, the quotation will be considered non-complying.
- Refusal to accept an award maybe ground for imposition of administrative sanctions under Rule XXIII of the Revised IRR of RA 9184.
- Failure of the Supplier to deliver goods under the contract within the specified delivery schedule shall be liable for damages for the delay pursuant to sec.3 3 of Annex D of the Handbook of Philippine Government Procurement, 6th Edition.
- The NWD reserves the right to return the goods delivered by the winning bidder for failure to comply with the required specifications at the bidder's expense.

ENGR. MARK S. SERENO
BAC Chairman

BRENDA A. DELA CRUZ
Purchasing Agent

I have read and understood the procurement terms & Condition stated above. By signing this quote, I hereby agree and bind myself to the above terms & Conditions.

ITEM	QTY	UNIT	PARTICULARS	ABC	BID PRICE	
					U/P	TOTAL AMOUNT
1	1	Lot	Supply & Delivery of Decktop Computers & Printers	277,650.00		
			1 unit Desktop Computer			
			3 units Desktop Computer			
			2 pcs. Printer (Cartridge 680 colored & black)			
			1 pc. Printer (Ink Tank 664 colored &black)			
			1 pc. Printer (Toner 85A)			
			See Attach Specifications			
			TOTAL	277,650.00		

PLEASE FILL-OUT THIS PORTION LEGIBLY AND COMPLETELY:

Date : _____
 Signature Over Printed Name
 of Authorized Representative : _____
 Position in Firm : _____
 Business Address : _____
 Tin Number : _____
 Tax Type (pls. indicate if VAT or Non-Vat) : _____
 Contact Number : _____