



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
MALACAÑANG, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Bids and Awards Committee (BAC), will undertake a Negotiated Procurement (Small Value Procurement) for the project, **Supply and Delivery of Drinking Water with Hot and Cold Dispenser**, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : **Supply and Delivery of Drinking Water with Hot and Cold Dispenser**

Approved Budget : P350,000.00
for the Contract

Contract Duration : March 4, 2013 to February 28, 2014

Location : Mabini Hall, Boncodin Hall and Arcache Building

Prospective bidders shall accomplish, provide correct and accurate information and submit the following attached documents: (i) Schedule of Requirements (Annex "A"); (ii) Technical Specifications (Annex "B"); and (iii) Price Quotation Form (Annex "C") not later than 4:00 p.m. on February 21, 2013. Open quotations may be submitted, manually or through facsimile at the Administrative Service, Ground Floor, Mabini Hall, San Miguel, Manila, Fax No. 735-4979 or 735-1957.

Price quotation/s must be valid for a period of Thirty (30) calendar days from the date of submission.

Award of contract shall be made to the lowest quotation (for goods and infrastructure) or, the highest rated offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

The DBM 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 (0.001%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The DBM shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

The DBM reserves the right to accept or reject any or all quotations and to impose additional terms and conditions as it may deem proper.

Very truly yours,

Original signed
JANET B. ABUEL
Chairperson, DBM BAC

Section I. Schedule of Requirements

Item Number	Description	Delivery Period
1	Supply and Delivery of 195 purified Drinking Water, 5 gallons per bottle	1. Weekly
2	Supply and Delivery of 38 brand new units of Hot and Cold Dispenser	2. Upon receipt of Notice To Proceed
3	Submit latest unexpired Laboratory Certificate	3. Upon submission of Quotation
4	Submit Sanitary Permit	4. Upon submission of Quotation

I hereby certify to comply and deliver all the above requirements.

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

Section II. Technical Specifications

	Specification	Statement of Compliance (Comply or Not Comply)
1	Purified drinking water (Deep Well or Nawasa) with minimum 18 stages purification / filtration process	
2	Content 5 Gallons per bottle	
3	Bottle should be round and poly carbonated resin type and brand new	
4	Brand new thirty eight (38) Units of Hot and Cold Dispenser a) Power source 220V/60Hz b) Rated input power (heating): 500W c) Rated input power (cooling): 80W d) Refrigerant/Pout: R12/42g	
5	Monthly cleaning of hot and cold dispenser	
6	Monthly submission of water Test from DOH or accredited water testing center	

I hereby certify to comply with all the above Technical Specifications.

Name of Company/Bidder

**Signature Over Printed Name of
Representative**

Date

PRICE QUOTATION FORM

Date

The Bids and Awards Committee
Department of Budget and Management
Mabini Hall, Malacañang, Manila

Ma'am:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation for the project, Supply and Delivery of Drinking Water with Hot and Cold Dispenser:

**Cost per 5 Gallons Inclusive of Hot
and Cold Dispenser ----- P_____**

Total Bid Price: P_____

Amount in Words: _____

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

Name of Company/Bidder

Signature over Printed Name of Bidder
Representative

PHILGEPS Registration No. _____ issued on _____ valid until _____
DTI/SEC Reg. Cert. No. _____ issued on _____
Mayor's Permit No. _____ issued on _____ valid until _____