



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the **"Supply and Delivery of DBM Anniversary Bags"** for FY 2019, in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project : Supply and Delivery of DBM Anniversary Bags

Approved Budget for the Contract (ABC) : Nine Hundred Thirty-Five Thousand Pesos (Php935, 000.00)

Specifications : See attached Annex "C" for the Technical Specifications

Location : G/F DBM Building III, Gen. Solano St., San Miguel, Manila

Delivery Term : See attached Annex "D" for the Schedule of Requirements

Interested suppliers are required to submit their valid and current Mayor's Permit, Income/Business Tax Return (for ABCs above Php500k), PhilGEPS Registration Number, Omnibus Sworn Statement, upon submission of quotation. PhilGEPS Platinum Membership may be submitted in lieu of the Mayor's/ Business Permit and the PhilGEPS Registration Number.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

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.

Submission of quotation and eligibility documents is on or before 3:00 p.m. of **March 6, 2019** at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiries, you may contact us at tel. nos. 735-4902 or 657-3300 local 3115.

Very truly yours,

THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service

PRICE QUOTATION FORM

Date: _____

The Administrative Service
 Department of Budget and Management
 Ground Floor, DBM Bldg. III, Gen. Solano St.,
 San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

| Description | Technical Specifications | Quantity | Unit Price | Total Price |
|--|---|----------|------------|-------------|
| Supply and Delivery of DBM Anniversary Bags | <ul style="list-style-type: none"> Material (Bag): Single Ballistic cloth Color: Black Lining: Nylon Pu Foam size (bag): 7mm Maximum Product Weight: 2.0 lbs. (when empty) Size: <ul style="list-style-type: none"> Length: 19 inches (min.) Base: 9 inches (min.) Height: 13 inches (min.) Zipper: #8; Color: Black, heavy duty Slider: #8, Color: Black; Long pull without lock Long strap: <ul style="list-style-type: none"> Length: 46 inches (min.) Width: 1 ½ inches (min.) Color: Black With stainless steel spring hook and D- / O- rings Adjustable Short handle <ul style="list-style-type: none"> Length: 15 inches (min.) Width: 1 ½ inches (min.) Color: Black With Velcro lock (See attached image for reference) With piping; Color: Black With five (5) foot bags; Color: Black (See attached image) With logo (embroidery), at least 3 inches in diameter; black; sample of the logo to be provided by end-user With outer compartment <ul style="list-style-type: none"> With Zipper #8, black color, heavy duty <p>Note: *For inspection purpose, bidder is required to present, together with the bid submission, a sample conforming to the specifications mentioned above (except for the logo embroidery). After the inspection is completed, said</p> | 1,200 | | |

| | | | | |
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| | sample shall be returned to the bidder. | | | |
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(Amount in Words) _____

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

Very truly yours,

Name/Signature of Representative

Name of Company

Contact No.

- Velcro Lock on Short Handle (For reference only)



- Foot Bags (For reference only)



- Sample Bag – Back Portion (For reference only)



Technical Specifications

Bidders must state here either "Comply" or any equivalent term in the column "Bidder's Statement of Compliance" against each of the individual parameters of each "Specification."

| Description | Technical Specifications | Statement of Compliance |
|--|---|-------------------------|
| Supply and Delivery of DBM Anniversary Bags | <ul style="list-style-type: none"> • Material (Bag): Single Ballistic cloth • Color: Black • Lining: Nylon Pu • Foam size (bag): 7mm • Maximum Product Weight: 2.0 lbs. (when empty) • Size: <ul style="list-style-type: none"> - Length: 19 inches (min.) - Base: 9 inches (min.) - Height: 13 inches (min.) • Zipper: #8; Color: Black, heavy duty • Slider: #8, Color: Black; Long pull without lock • Long strap: <ul style="list-style-type: none"> - Length: 46 inches (min.) - Width: 1 ½ inches (min.) - Color: Black - With stainless steel spring hook and D- / O- rings - Adjustable • Short handle <ul style="list-style-type: none"> - Length: 15 inches (min.) - Width: 1 ½ inches (min.) - Color: Black - With Velcro lock (See attached image for reference) • With piping; Color: Black • With five (5) foot bags; Color: Black (See attached image) • With logo (embroidery), at least 3 inches in diameter; black; sample of the logo to be provided by end-user • With outer compartment <ul style="list-style-type: none"> - With Zipper #8, black color, heavy duty <p>Note:</p> <p>1. The Goods delivered shall accepted by the DBM as to quantity only. However, inspection as to the Goods' compliance with the Technical Specifications, and its order and condition, will be done in the presence of the representatives of both the Supplier and the DBM upon prior due notice, written or verbal, to the authorized representative of the Supplier. The inspection will push through as scheduled even in the absence of the Supplier's representative, if the latter was duly notified. In which case, the results of the inspection conducted by the DBM shall be final and binding upon the Supplier.</p> | |

| | | |
|--|---|--|
| | 2. In order to ensure that defects shall be corrected by the Supplier, a three (3) month warranty shall be required from the acceptance by the DBM. | |
|--|---|--|

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

Name of Company/Bidder

Signature Over Printed Name of Representative

Date

Schedule of Requirements

The delivery schedule expressed as weeks/months stipulates hereafter the date of delivery to the project site.

| Item | Description | Quantity | Delivery Schedule |
|-------------|--|-------------------------------------|---|
| | The Contractor shall provide the following needed for the project: | | |
| 1 | Supply and Delivery of DBM Anniversary Bags | <p>800 pieces</p> <p>400 pieces</p> | <p>First delivery Within 25 calendar days upon receipt of the Notice to Proceed</p> <p>Second delivery Within 20 calendar days after the first delivery</p> |

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

Name of Company/Bidder

Signature over Printed Name of Representative

Date

Omnibus Sworn Statement

REPUBLIC OF THE PHILIPPINES)
CITY/MUNICIPALITY OF _____) S.S.

AFFIDAVIT

I, [Name of Affiant], of legal age, [Civil Status], [Nationality], and residing at [Address of Affiant], after having been duly sworn in accordance with law, do hereby depose and state that:

1. **Select one, delete the other:**

If a sole proprietorship: I am the sole proprietor of [Name of Bidder] with office address at [address of Bidder];

If a partnership, corporation, cooperative, or joint venture: I am the duly authorized and designated representative of [Name of Bidder] with office address at [address of Bidder];

2. **Select one, delete the other:**

If a sole proprietorship: As the owner and sole proprietor of [Name of Bidder], I have full power and authority to do, execute and perform any and all acts necessary to represent it in the bidding for [Name of the Project] of the [Name of the Procuring Entity];

If a partnership, corporation, cooperative, or joint venture: I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the [Name of Bidder] in the bidding as shown in the attached [state title of attached document showing proof of authorization (e.g., duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture)];

- 3. [Name of Bidder] is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
- 4. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
- 5. [Name of Bidder] is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted;

6. **Select one, delete the rest:**

If a sole proprietorship: I am not related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a partnership or cooperative: None of the officers and members of [Name of Bidder] is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project

Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

If a corporation or joint venture: None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

7. *[Name of Bidder]* complies with existing labor laws and standards; and
8. *[Name of Bidder]* is aware of and has undertaken the following responsibilities as a Bidder:
 - a) Carefully examine all of the Bidding Documents;
 - b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
 - c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
 - d) Inquire or secure Supplemental/Bid Bulletin(s) issued for the *[Name of the Project]*.
9. *[Name of Bidder]* did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this ____ day of ____, 20__ at _____, Philippines.

Bidder's Representative/Authorized Signatory

SUBSCRIBED AND SWORN to before me this ____ day of *[month]* *[year]* at *[place of execution]*, Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his/her *[insert type of government identification card used]*, with his/her photograph and signature appearing thereon, with no. _____ and his/her _____ No. _____ issued on _____ at _____.

Witness my hand and seal this ____ day of *[month]* *[year]*.

NAME OF NOTARY PUBLIC

Serial No. of Commission _____
Notary Public for _____ until _____
Roll of Attorneys No. _____
PTR No. __, *[date issued]*, *[place issued]*
IBP No. __, *[date issued]*, *[place issued]*

Doc. No. ____
Page No. ____
Book No. ____
Series of ____