



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

REQUEST FOR PRICE QUOTATION NO. 2025-05-0004

The Department of Budget and Management-National Capital Region (DBM-NCR), through its Bids and Awards Committee (BAC), will undertake Section 53.9 Small Value Procurement for the **"Supply and Delivery of Office Appliances"**, in accordance with Annex "H" of the Republic Act No. 9184 and its Implementing Rules and Regulations.

Name of Project: Supply and Delivery of Office Appliances – Bottom-Load Water Dispenser and Rice Cooker

Approved Budget for the Contract: Fourteen Thousand and Five Hundred Only (PhP14,500.00)

- One (1) Unit: Bottom-Load Water Dispenser for PhP11,300.00
- One (1) Unit: Rice Cooker for PhP3,200.00

Specifications: See the attached Annexes "A and B" for particulars.

Location: Department of Budget and Management-National Capital Region
2nd Floor Arcache Building General Solano corner Nepomuceno Streets
San Miguel, Manila

Delivery Term: 3-7 calendar days upon receipt of the Purchase Order and Notice to Proceed.

Interested suppliers are required to submit their valid and current Business/Mayor's Permit, PhilGEPS Registration Number, Income/Business Tax Number, accomplished Price Quotation Form (Annex "A") and Technical Specification (Annex "B") during submission of offer/quotation.

Award shall be made to the identified bidder based on the market study, which complied 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 supplier or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 02:00 p.m. of May 30, 2025 at 2nd Floor Arcache Building General Solano corner Nepomuceno Streets San Miguel, Manila. Open submission may be submitted, manually or through email at **fambiong@dbm.gov.ph**. For inquiry, you may contact us at telephone number 8657-3300 local 8003 and/or email fambiong@dbm.gov.ph.

Very truly yours,

JOSEPH CICERO M. SY
Chairperson, DBM-NCR BAC

Annex "A"**PRICE QUOTATION FORM**

Date: _____

THE CHAIRPERSON

Bids and Award Committee

Department of Budget and Management-National Capital Region (DBM-NCR)

2nd Floor Arcache Building General Solano corner Nepomuceno Streets

San Miguel, Manila

Dear Sir:

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:

Qty	Unit	Specification	Unit Price	Total Price
1	Unit	Bottom-Load Water Dispenser		
1	Unit	Rice Cooker		
Note: Please see attached Annex "B" for the detailed specifications. Interested vendor/s may quote per-lot basis or for all, provided that all the required documents as stipulated in this RFQ are completely submitted.				
VAT				
TOTAL (inclusive of VAT)				
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 Number

Annex "B"

TECHNICAL SPECIFICATIONS

The bidder must state here either "Comply" or "Not Comply" against each of the individual parameters of each specification.

Supply and Delivery of Office Appliances			
Specifications		Bidder`s Statement of Compliance	
Unit	<u>Bottom Load Water Dispenser</u>		
Description: <ul style="list-style-type: none"> - Water Dispenser (Bottom Loading) - With hot, warm, and cold button - LED light indicator (Power, Cooling & Heating) - Child Safety Feature on Hot Water Faucet - Space to fit all cup sizes 			
Capacity: <ul style="list-style-type: none"> - 800 ml – 5 liters Tank Capacity or equivalent/closer - 900 ml – 2 liters Tank Capacity or equivalent/closer - 2-3 liters Normal Water Capacity or equivalent/closer 			
Weight: 13-17 kilograms			
Color: White, black, or gray			
Dimension (LXWXH): 31 x 33 x 105.3 mm or equivalent/closer, subject for further evaluation			
Other Features: <ul style="list-style-type: none"> - With <u>compressor-type cooling</u> - 420-585 watts - Free Standing 			
Warranty: One (1) year warranty on parts, free labor and service			
Delivery: 3-7 calendar days upon receipt of the Purchase Order (PO) and Notice to Proceed (NTP)			
Unit	<u>Rice Cooker</u>		
Description: <ul style="list-style-type: none"> - Monolithic Touch uni-body - Non-Stick Ceramic Pot - Aluminum Steamer - Thermostat Sensor - Non-stick outer Coating for easy cleaning 			

Capacity: - 2.0 – 4.0 liters - 10-12 cups per cooking		
Weight: - Net: 2.5 – 3.0 kilograms - Gross: 3.0 – 4.0 kilograms		
Color: White, black, or gray		
Dimension (WXHxD): - Net: 302 x 285 x 343 mm or equivalent/closer, subject for further evaluation - Gross: 298 x 298 x 332 mm or equivalent/closer, subject for further evaluation		
Other Features: - 800-900 watts - 120-240 volts		
Inclusions: - Manual and Warranty Card - Measuring Cup - Electric Cord - Rice cooker lid - Pot and Aluminum Steamer - Spatula		
Warranty: - One (1) year warranty on electrical parts - Lifetime free service or labor		
Delivery: 3-7 calendar days upon receipt of the Purchase Order (PO) and Notice to Proceed (NTP)		
Total Cost in Words:		
Total Cost in Figures:		

<u>PAYMENT DETAILS</u>	
<u>Payment Terms:</u>	Payment shall be made using Land Banks' LDDAP-ADA/Bank Transfer service following the submission of an accurate invoice or billing statement and the completion of any additional PO (contract)-mandated requirements in addition to the Property Officer's assessment of conformity, examination, and acceptance of the items.
Bank Name:	
Account Number:	
Account Name:	
Branch/Address:	

*** Nothing Follows ***