



REQUEST FOR QUOTATION (RFQ)

The National Housing Authority (NHA), through its Regional Office Bids and Awards Committee (ROBAC), intends to procure supplies and materials which will be undertaken in accordance with Section 53.9 of the 2016 Revised Implementing Rules and Regulations of RA 9184.

Name of Project	Ref. No. R3-2020-G-07: Supply and Delivery of Tables, Tents and Other Materials for the Temporary Shelter of Locally Stranded Individuals (LSIs) in Pleasant View Residences, City of San Jose Del Monte, Bulacan
Brief Description	Supplies and Materials
Location	Pleasant View Residences, City of San Jose Del Monte, Bulacan
Approved Budget for the Contract (ABC)	Ninety-Nine Thousand Nine Hundred Pesos (Php 99,900.00)
Source of Fund	MOOE
Contract Duration	Five (5) days upon receipt of Purchase Order (P.O)


Interested Service Provider/s are required to submit the following documents:

- Mayor's/ Business Permit;
- PhilGEPS Registration Number; and
- Notarized Omnibus Sworn Statement (Annex "B")

Award of contract shall be made to the lowest quotation, which complies with the Items description. The Service Providers offer or quote above the Approved Budget of the Contract (ABC) shall be automatically disqualified.

Quotations may be submitted manually at the Region 3 Office, Annex Building, National Housing Authority, Elliptical Road, Diliman, Quezon City or through email on or before August 27, 2020 not later than 10:00 a.m. at the email address and contact number indicated below.

For any clarification, you may contact Engr. Eva Lee Krishna M. Santos at Telefax No. (02) 8922-3325 or email address at ro3bac@gmail.com.



RAMON S. PARAGAS
Chairperson, ROBAC
District Manager, Bulacan District Office

Annex “A”

Instructions:

- (1) Accomplish this RFQ correctly and accurately.
- (2) Do not alter the contents of this form in any way.
- (3) Failure to comply with any of the requirements will disqualify your quotation.
- (4) Failure to follow these instructions will disqualify your entire quotation.

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:

Procurement Project		Approved Budget for the Contract		
Supply and Delivery of Tables, Tents and Other Materials for the Temporary Shelter of Locally Stranded Individuals (LSIs) in Pleasant View Residences, City of San Jose Del Monte, Bulacan		Ninety-Nine Thousand Nine Hundred Pesos (Php 99,900.00) inclusive of taxes		
No.	Item Description	Compliance		Remarks
		Yes	No	
Specifications:				
1	Supplies and Materials			
Delivery				
a) Place: Pleasant View Residences, City of San Jose Del Monte, Bulacan b) Period/Duration: Five (5) days upon receipt of Purchase Order (P.O)				
*****nothing follows*****				

YOUR QUOTATION					
ITEM NO.	ITEM & DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE
1	LED Bulb (20 watts)	10	pc		
2	4ft. Folding Half Table (122 x 60 x 74 cm)	4	set		
3	Collapsible Tent (3m x 4.5m)	2	set		
4	Miscellaneous:				
	Disinfectant Liquid, 900ml	20	bottle		
	Disinfectant Spray, 400g	15	bottle		
	Alcohol 70% Solution	10	gal		
	Disposable Face Mask, 50s	10	box		
	Eye Protection Goggles/Shield (Dust Proof)	20	pc		
	Surgical Disposable Hair Net Cap	50	pc		
	Disposable Latex Gloves (Large)	50	pair		
	Washable PPE Suit	10	pc		
	Spray Bottle/container	10	pc		
	Garbage Bag (Medium)	10	roll		
	Garbage Bag (XL)	20	roll		
	Hygiene Kit (Germicidal Bath Soap, Shampoo, conditioner, liquid hand soap)	20	set		
	Brother Printer ink D60	2	bottle		
	Brother Printer ink M5000	1	bottle		
	Brother Printer ink C5000	1	bottle		
	Brother Printer ink Y5000	1	bottle		
	Round Rags	30	pc		
	Microfiber cleaning cloth	20	pc		
	Sleeping mat/ Yoga mat	20	pc		
	Laundry Kits (Detergent Powder and FabCon Sachet)	10	set		
	WD40 Multi-Purpose Lubricant	5	bottle		
	Electrical Tester	5	pc		
	Electrical Tape	10	pc		
	Teflon Tape	100	pc		
	Door Knob	66	pc		
	Angle Valve with hose (1/2in)	66	pc		

	Longnose (8 inches)	2	pc		
	Pliers (8 inches)	2	pc		
	Multi-Purpose Foldable Ladder	1	pc		
	Sodium Ascorbate with Zinc	100	tablet		
	TOTAL				

TERMS AND CONDITIONS

1. Bidders shall provide correct and accurate information required in this form.
2. Price quotation/s must be valid for a period of *thirty (30) calendar days* from the date of submission.
3. Price quotation/s to be denominated in the Philippine peso shall include all taxes, duties and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of the 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.
6. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the NHA shall adopt and employ “draw lots” as the tie-breaking method to finally determined the single winning provider in accordance with GPPB Circular 06-2005.
8. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
9. The NHA shall have the right to inspect and/or test the goods to confirm their conformity with the technical specifications.
10. Liquidated damages equivalent to one tenth of one percent (0.1%) of the value of goods not delivered within the prescribed delivery period shall be imposed per day of delay. The NHA 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.

Signature over Printed name

Position/Designation

Company Name

Company Address

Office Telephone No./Fax No.

Mobile Phone No.

Email address/es

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 or authorized representative 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, or authorized representative of *[Name of Bidder]*, I have full power and authority to do, execute and perform any and all acts necessary to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached duly notarized *Special Power of Attorney*;

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 to participate, submit the bid, and to sign and execute the ensuing contract for *[Name of the Project]* of the *[Name of the Procuring Entity]*, as shown in the attached *[state title of attached document showing proof of authorization (e.g., duly notarized Secretary’s Certificate, Board/Partnership Resolution, or Special Power of Attorney, whichever is applicable;)]*;

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: The owner or sole proprietor is 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 Community Tax Certificate 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 _____