

Republic of the Philippines
 Department of Environment and Natural Resources Regional Office No. 5, Rawis, Legaspi City
REQUEST FOR QUOTATION (RFQ)
 RFQ No. 177-10-2023-PMO
 Date: 10/24/2023

1. The Department of Environment and Natural Resources hereinafter referred to as "the Purchaser" now requests you to submit price quotation/s for the supply and delivery of the following items based on the Approved Procurement Plan/Supplemental Plan.

Item No.	Quantit	Unit	Description
			ABC: 865,000.00
			Enhancement of Audio-Visual System of Hamada Hall
			A. Materials
	3	sets	8 wireless Gooseneck Microphone with receiver system
	1	set	Central Control Unit (12 Channel Mixer Console)
	1	pc	Smart TV 85" & 36"
	263	sq.m	Repainting works including conference table
	1	lump	Repair/improvement of conference table
	4.7	sq.m	French Glass Door with accessories
	1	pc	Cubicle (Control Room)
	1	pc	Panaflex Logo
	1	lump	Wall Cladding including accessories
	1	lump	Accent Lightings including accessories
	241	Sq. f	Blinds
	1	lump	B. Labor (6 workers for 30 days)
			Total Direct Cost (A+B)
			OCM
			Contractor's Profit (CP)
			VAT
			Total Cost

2. A set of technical specifications for the above items are provided in Attachment/s # 1. All items listed under the purchasers' specifications must be complied on a pass-fail basis. Failure to meet any one of the requirements may result to rejection.

(i) Evaluation procedures of quotations will be conducted by the Bids and Awards Committee (BAC) in accordance with the provisions of the Implementing Rules and Regulations (IRR) of Republic Act 9184. Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. In evaluating the quotations, the Bids and Awards Committee, thru the Technical Working Committee (TWG), will determine the evaluated price for each proposal by adjusting the price quotation to correct any arithmetical errors as follows:

- (a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
- (b) where there is a discrepancy between the unit rate and the line item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- (c) if a Supplier refuses to accept the correction, his quotation will be rejected.

3. It is the intent of the Bids and Awards Committee (BAC) to evaluate the quotation for each item separately, and award will be made to the combination of quotations resulting in the overall highest cost per lot which shall be equal to or higher than the Approved Budget for the Contract (ABC) as stated in the RFQ. However, award shall be made on per line item basis in cases where the RFQ specifically states such. Job Order Contract Award will be made to the highest evaluated quotation(s) meeting purchasers' technical specifications and compliance to eligibility/accreditation requirements.

4. Quotations must be delivered at the address below not later than October 31, 2023 at 9:00 AM.

Bids and Awards Committee
c/o BAC Secretariat
Department of Environment and Natural Resources
Regional Office No.5, Rawis, Legaspi City

5. Your prices must include the unit price and total price, inclusive of all taxes to be paid and other incidental cost to the delivery site if the contract is awarded.

6. All quotations may be typewritten and may be placed in sealed envelope marked "Maintenance of Audio-Visual System of DENR V Covered Court" (RFQ No. 178-10-2023-PMD)

7. Quotations shall be valid for sixty (60) calendar days from the deadline of submission.

8. The delivery period for items/services shall be within thirty (30) calendar days from receipt of the Job Order (JO) or in the case of catering services, on the date/s specified in the Request for Quotation (RFQ). The supplier/service provider shall inform the purchaser (DENR) at least three (3) days before the date of delivery. The delivery shall be made only during working days and hours, in case of supplies/materials/equipment.


9. DELIVERY SITE for Supplies/Materials/Equipment:

Procurement
Administrative Division
Department of Environment and Natural Resources
Regional Office No. 5, Rawis, Legaspi City

10. The Department of Environment and Natural Resources reserves the right to accept or reject any quotation, and to annul the Shopping/Small Value Procurement process or reject all quotations at any time prior to contract award, without thereby incurring any liability to the affected supplier/service provider. The purchaser (DENR) reserves the right to waive minor deviations/defects or infirmities therein. A minor deviation/defect or infirmity is one that does not materially affect the overall performance and functionality of the equipment and the capability of the supplier to perform the contract.

11. The prospective bidder shall submit the following:

- a) Quotation Form
- b) Technical Specification/Terms of Reference
- c) Proof of PhilGEPS Registration
- d) Proof of valid Mayor's Permit
- e) Proof of DTI/SEC/CDA (in case of cooperatives) registration
- f.) Notarized Omnibus Sworn Statement
- g.) Updated Tax Clearance


GRACE L. CARINO, Ph.D.
BAC Chairperson
DCV/ROS /malb

Republic of the Philippines
Department of Environment and Natural Resources
Regional Office No. 5, Rawis, Legaspi City
TECHNICAL SPECIFICATIONS

All items listed under the purchasers' specifications must be complied on a pass-fail basis. Failure to meet any one of the requirements may result to rejection.

Item/s	Purchaser's Specifications	Bidder's Specifications
	ABC: 865,000.00	
	Enhancement of Audio-Visual System of Hamada Hall	
	A. Materials	
	8 wireless Gooseneck Microphone with receiver system	
	Central Control Unit (12 Channel Mixer Console)	
	Smart TV 85" & 36"	
	Repainting works including conference table	
	Repair/improvement of conference table	
	French Glass Door with accessories	
	Cubicle (Control Room)	
	Panaflex Logo	
	Wall Cladding including accessories	
	Accent Lightings including accessories	
	Blinds	
	B. Labor (6 workers for 30 days)	
	Total Direct Cost (A+B)	
	OCM	
	Contractor's Profit (CP)	
	VAT	
	Total Cost	

Concessionaire's representative signature over printed name
Designation
Name of Company
Address:
Contact No.
Email Address:

QUOTATION FORM

PR No. 2023-10-0182-PMD
RFQ No. 177-10-2023-PMD

The Chairperson
Bids and Awards Committee
Department of Environment and Natural Resources
Regional Office No. 5
Rawis, Legaspi City

1) Having examined the subject Request for Quotation (RFQ) including the Technical Specifications, we, the undersigned offer to supply and deliver the following items (with our unit price and total price)

Item No.	Description	Qty	Units	Unit Price	Total Price
	ABC: 865,000.00				
	Enhancement of Audio-Visual System of Hamada Hall				
	A. Materials				
	8 wireless Gooseneck Microphone with receiver system	3	sets		
	Central Control Unit (12 Channel Mixer Console)	1	set		
	Smart TV 85" & 36"	1	pc		
	Repainting works including conference table	263	sq.m		
	Repair/improvement of conference table	1	lump		
	French Glass Door with accessories	4.7	sq.m		
	Cubicle (Control Room)	1	pc		
	Panaflex Logo	1	pc		
	Wall Cladding including accessories	1	lump		
	Accent Lightings including accessories	1	lump		
	Blinds	241	Sq. f		
	B. Labor (6 workers for 30 days)	1	lump		
	Cost of Materials				
	Cost of Labor				
	Total Direct Cost				
	In-Direct Cost				
	Vat				
	Total Project Cost				
TOTAL AMOUNT					

Concessionaire's representative signature over printed name

Designation:

Name of Company:

Address:

Tel & Fax No.:

Signature over printed name of Canvasser