

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 "SUPPLY AND DELIVERY OF VARIOUS SERVICES" (RFQ No.210-2020-PMD.)

Signature over printed name of Canvasser

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 **Purchase Order (PO)/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 Section
Administrative Division
Department of Environment and Natural Resources
Regional Office No. 5, Rawis, Legaspi City

10. The applicable rate for late deliveries/services is one tenth (1/10) of one (1) percent of the cost of the unperformed portion for every day of delay. The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract without prejudice to other courses of action and remedies open to it.
11. 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.
12. The prospective bidder shall submit the following:
 - a) Quotation Form
 - b) Technical Specifications
 - c) Proof of PhilGEPS Registration
 - d) Proof of valid Mayor's Permit
 - e) Proof of DTI/SEC/CDA (in case of cooperatives) registration
 - f) If the supplier has an updated legal documents (items c-f) filed with the Bids and Awards Committee (BAC), a Certificate of Accreditation issued by the BAC Secretariat may be submitted in lieu of items c-f
 - g) Updated BIR Tax Clearance issued by BIR C.O.

ATTY. RONNEL C. SOPSOP
BAC Chairperson
DCV/ROS/lyn

QUOTATION FORM

RFQ No. 210-2020

PR No.2020-09-210-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	Number of Units	Unit Price	Total Price
	Labor and Materials: repair of Wall Partition and fabrication/Installation of door at the Office of the Chief, Planning & Mgt. Division.			
	A. WALL PARTITION			
	¼" Marine Plywood	5 pcs		
	¼" Narra Plywood	5 pcs		
	2"x 3" Good Lumber	14 pcs		
	1" CW Nail	2 kgs		
	3" CW Nail	1 kg		
	4" WC Nail	2 kgs		
	4" Concrete Nail	2 kgs		
	B. PAINTING WORKS			
	Quick Drying Enamel Paint (White)	2 gal		
	Flat Wall Enamel Paint	2 gal		
	Glazing Putty	1 gal		
	Varnish	2 gal		
	Thinner	1 gal		
	Paint Roller Brush w/ Dip Pan	2 pcs		
	Paint Brush 4"	2 pcs		
	Paint Brush 2"	2 pcs		
	C. FABRICATION AND INSTALLATION OF COMFORT ROOM DOOR			
	Flush Type Door (0.60m x 2.10m)	1 set		
	Aluminum Frame Glass Sliding Door (1.60 x 2.10m)	1 set		
	Total Material Cost			
	Labor			
	Direct Cost			
	Indirect Cost			
	VAT			
	TOTAL COST			

- 2) We undertake, if our Quotation or bid is accepted, to deliver the above goods/services within thirty (30) days delivery from receipt of **Purchase Order (PO)/Job Order (JO)**.
- 3) We agree to abide by this Quotation/bid for a period of sixty (60) days after the dated deadline of submission specified in your RFQ.
- 4) We understand that payment for items delivered will be made to the winning supplier after the inspection and acceptance of goods/services delivered.
- _____

Supplier's representative signature over printed name
Designation
Name of Company
Address

Signature over printed name of Canvasser