Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500
Tel. Nos. 325-4053

BIDS AND AWARDS COMMITTEE

INVITATION TO SUBMIT PRICE QUOTATIONS

The City Government of Tacloban, through the BIDS AND AWARDS COMMITTEE (BAC) invites all interested suppliers to submit price quotations for the supply and delivery of **GENERAL MERCHANDISE** for use of **City Information Office** under P.R.# 2017-228 dated 02/07/17 with a total amount of ***Sixty-Four Thousand Eight Hundred Pesos & 00/100 (Php64,800.00) only*** with BIDSTAC # SB 062-2017 **(4350777).**

Please quote your lowest price inclusive of 75% of 1% of Business Tax and VAT subject to the Terms and Conditions of this RFQ, and submit your quotation duly signed by your representative on ***February 20, 2017 to 9:00 A.M. of February 23, 2017*** at the Supply Management & Procurement Division, City Hall, Tacloban City.

Sealed proposals will be received not later than ***February 23, 2017*** at 10:00 o'clock in the morning at the Supply Management & Procurement Division, Kanhuraw Hill, City Hall, Tacloban City.

The City Government reserves the right to reject any or all proposals or any part thereof, waive any defect contained therein and accept an offer as maybe advantageous to the City Government of Tacloban.

Supplier shall submit the following requirements:

a. Duly signed Request for Quotation. Prices shall be quoted in Philippine Peso. Statement of Compliance must be accomplished by supplier.
b. PhilGEPS Registration Certificate
c. Valid Mayor's Permit, Tax Clearance Certificate
d. Original brochures of the items offered showing its performance characteristics or certifications, if applicable

Quotations shall be compared and evaluated on the basis of the following criteria:

a. Completeness of submission
b. Compliance with Technical Specifications
c. Price

All deliveries by suppliers shall be subject to inspection, and acceptance by the end-user. All costs of the necessary laboratory tests undertaken by the Procuring Entity on the goods shall be to the account of suppliers. The supplier who submitted the lowest calculated responsive quotation shall be awarded the Purchase Order after evaluation by the BAC

Delivery of goods shall be made within 3 calendar days from date of receipt of Purchase Order or as may be required by the appropriate authority. Warranty shall be for a minimum of 3 months, after acceptance of the procuring entity of the delivered goods or after the goods are consumed, whichever is earlier for Expendable supplies. For non-expendable supplies, one (1) year after acceptance by the procuring entity of the delivered goods.

Price validity shall be for a period of 120 calendar days. Goods shall be delivered to the Supply Management and Procuring Division, costs to the account of supplier. Risk and title shall pass from the supplier to the purchaser upon receipt and final acceptance of the goods at the city government of Tacloban. Upon delivery of the goods, the supplier shall notify the Purchaser and present the following documents:

a. Original and duplicate copy of the Supplier's Invoice showing the goods description, quantity, unit price, and total price
b. Original and duplicate copy of Delivery Receipt
c. Original Statement of Accounts
d. Approved Purchaser Order
e. Warranty Certificate

Please download the attached Request for Quotation.

Sgd. **EUNICE J. ALCANTARA, DVM**
BAC Chairman

Date Published: February 20, 2017