



Republic of the Philippines  
**OROQUIETA CITY WATER DISTRICT**  
 Town Center, Canubay, Oroquieta City

**INVITATION TO QUOTE**

PR No.: 2016-08-068  
 ABC: Php62,220.00

Name : \_\_\_\_\_  
 Address: \_\_\_\_\_

Please quote your lowest price on the item/s listed below, subject to the General Condition on the last page, stating the shortest time of delivery and submit your quotation duly signed by your representative on or before August 25, 2016.

**STANLEY V. FORTICH JR.**  
 IRMO/Admin/GSO Designate

- Note :**
1. All entries must be legible.
  2. Service/Delivery Period within the number of days agreed upon between the supplier and the Procuring Entity.
  3. Warranty shall be for a period of **3-6 months for equipments** from date of acceptance by the procuring entity.
  4. Price validity shall be a period of at least 30 calendar days.
  5. PhilGEPS Registration Certificate shall be attached upon submission of the Quotation, if applicable.
  6. Bidders shall submit Original Brochures showing certification of the product being offered (optional).
  7. Mode of delivery: [ ] Pick-up (Schedule) [ X ] Door to Door Delivery
  8. Delivery period: Fifteen (15) days.

Item No.	Unit	ITEM AND DESCRIPTION	Qty	Unit Price(Gross)	TOTAL AMOUNT
1	set	Transformer bracket for 3 phase	2		
2	kg	Welding rod #12	10		
3	kg	Stainless steel rod	3		
4	cu.m.	Sand	77		
<b>Grand Total</b>					

Amount in Words: \_\_\_\_\_

After having carefully read and accepted your General Condition, I / We quote you on the item at prices noted above.

Printed Name / Signature

Contact No.

( ) VAT ( ) Non VAT

TIN No.

Date

Canvasser:   
**Andrea Danielle A. Lamparas**  
 Procurement Asst. B

**Terms and Conditions:**

1. Quotations and other requirements stated below shall be submitted to the Oroquieta City Water District, Town Center, Canubay, Oroquieta City, Philippines on the date and time stated in this RFQ.
2. Supplier shall submit the following requirements :
  - a. Duly signed Request for Quotation. Prices shall be quoted in Philippine Pesos.

**Statement of Compliance must be accomplished by supplier:**

  - b. Valid Mayor's Permit;
  - c. Original Brochures or certificates of the items offered showing its performance characteristics or specifications, if applicable;
  - d. Registration Certificate from DTI or SEC or CDA;
  - e. BIR Tax Clearance, if applicable;
  - f. PhilGEPS Registration Certificate, if applicable.

Price validity shall be 30 calendar days from the deadline of submission of quotation.

**Ocular Inspection**

Upon the decision of the End-User and BAC, the supplier and its concerned premises may be subjected to ocular inspection and approval by the End-User and/or TWG Inspections of the BAC prior to the award.

**Award**

The supplier that submitted the lowest calculated responsive quotation, and passed the ocular inspection conducted by the End-User and BAC prior to the event, if any, shall be awarded the contract.

**Evaluation of Quotations**

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

1. Completeness of Submission
2. Compliance with Item & Description Requirements
3. Price

**Instructions**

1. Supplier shall be responsible for the (source (s) of its goods/services/equipment, and which shall be in accordance with the schedule and specifications of the RFQ or contract. Failure of the supplier to comply with this provision shall be ground for cancellation of the award or purchase order issued to the supplier.
2. Supplier that accepted an award, purchase order, or contract but failed to deliver the required goods/services within the time called for in the award, purchase order, or contract shall be disqualified from participating in any OCWD procurement activities. This is without prejudice to the imposition of other sanctions prescribed under R.A. 9184 and its IRR-a against the supplier.
3. All duties, excise, and other taxes, and revenue charges shall be paid by the supplier.
4. All transactions are subject to withholding of credible Government Taxes per revenue regulation(s) of the Bureau of Internal Revenue

**Liquidation Damages**

A penalty of one-tenth of one percent (0.001) of the total value of the undelivered goods/services shall be charged as liquidated damages for every day of delay of the delivery of the Purchased goods/services.

**Warranty**

Supplier warrants that all goods/services to be provided are of acceptable industry standard.

**Payment**

1. Payment shall be made only upon a certification by the Head of the Procuring Entity to the effect that the GOODS have been rendered or delivered in accordance with the terms of this Contract and have been duly inspected and accepted.
2. Payment shall be made at least fifteen (15) days from receipt of delivery.

Certified by :



**ENGR. ALJUN JOHN S. BERENGUEL**  
BAC chairman