



Republic of the Philippines
OROQUIETA CITY WATER DISTRICT
 Town Center, Canubay, Oroquieta City
 Telefax (088) 564 - 0705
 e-mail add: ocwdmail@gmail.com

REQUEST FOR QUOTATION

Mode: **Small Value Procurement**
 PR No. **2017-09-085**
 ABC: **Php 228,000.00**

Supplier: _____
 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.


STANLEY V. FORTICH JR.
 IRMOA / OIC-Admin&GSO

- 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. Price validity shall be a period of at least 30 calendar days.
 4. Documentary requirements are listed on the Terms and Conditions.2., please read.
 5. Duration of Delivery: **15 days**

Item No.	Item Description	Unit	Qty	Unit Price(Gross)	TOTAL AMOUNT
1	25 KVA Distribution Transformer 120/220 Volts (Brand New) including Testing	unit	3		
Grand Total					

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

General 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 along with this Request for Quotation:

b. Valid Mayor's Permit;

c. Registration Certificate from DTI or SEC or CDA;

d. PhilGEPS Registration (for ABCs above Php50,000.00);

e. Latest Income/Business Tax Return;

f. Statement that the bidder is not blacklisted or barred from bidding by the Government;

g. Sworn affidavit that the bidder is not related to the Head of Procuring Entity by consanguinity or affinity up to the third civil degree.

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.

For ABCs above Php500,000.00, the winning Supplier must provide a Performance Security and Warranty Security.

Evaluation of Quotations

Quotations shall be compared and evaluated on 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 :

STANLEY V. FORTICH, JR.
BAC chairman