



Republic of the Philippines
NATIONAL POLICE COMMISSION
**PHILIPPINE NATIONAL POLICE
PHILIPPINE NATIONAL POLICE ACADEMY
BIDS AND AWARDS COMMITTEE**
Camp General Mariano N Castañeda, Silang, Cavite



REQUEST FOR QUOTATION No. PNPA 112-2023

The **PNPA Bids and Awards Committee** intends to procure **Support for Administrative and Operational Activities of PNPA** at the Philippine National Police Academy in accordance with Section 53.9 (Small Value Procurement) of 2016 Revised Implementing Rules and Regulations of Republic Act No. 9184 Sixth Edition. The Approved Budget for the Contract (ABC) is **One Million Pesos (Php1,000,000.00)**. The period for the performance of the obligations shall not go beyond the validity of the appropriations for this Project.

Please quote your **best offer** for the project described herein, **subject to the Terms and Conditions** provided on the last page of this Request for Quotation (RFQ). Submit your quotation duly signed by your Authorized Representative **not later than April 27, 2023 (Thursday) at 9:00 AM** at the Philippine National Police Academy, Bids and Awards Committee, Camp BGen Mariano N Castaneda, Silang, Cavite. Quotations may also be submitted through email at the address indicated.

A copy of your Certificate of Phil-GEPS Registration (Platinum Membership) is also required to be submitted along with your signed quotation/proposal in accordance with Section 8.5.2 of the IRR of RA 9184.

The **Omnibus Sworn Statement (GPPB-prescribed forms)**, and **Income/Business Tax Return** will also be required to be submitted *prior to award*.

The posting of Performance Security and Warranty Security for suppliers/distributors/contractors declared with the Lowest Calculated and Responsive Quotation shall be required.

For any clarification, you may contact us at telephone no. **0995-358-0805** or email address: **pnpabacsec2021@gmail.com**.

PBGEN CHRISTOPHER C BIRUNG
CHAIRMAN, PNPA BAC

Date _____

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Name of Company:	
Address:	
TIN:	
PhilGEPS Registration Number:	

INSTRUCTIONS

1. Accomplish this RFQ correctly, accurately and correctly.
2. Do not alter the contents of this form in any way.
3. All technical specifications are mandatory.
4. Failure to comply with any of the mandatory requirements will disqualify your entire submitted quotation.

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation for the item/s as follows:

TECHNICAL SPECIFICATIONS					
<ol style="list-style-type: none"> 1. Please quote your best offer for the item/s below. Please do not leave any blank items. Indicate "0" if the item being offered is for free. 2. Bidders must state "Comply" or any equivalent term in the column "Bidder's" Statement of Compliance against each of the individual parameters of each Specification 					
Procurement of Other Supplies & Material Expenses					
Item	Description	Total Qty	Bidder's Statement of Compliance	Unit Cost (Vat Inclusive)	Total Cost (Vat Inclusive)
1	BATHROOM TISSUE, 2ply, 150pulls, 48rolls/bun	20			
2	BATTERY AA, REGULAR DRYCELL BATT PACK of 6	90			
3	BATTERY AAA (4pcs/pck)	90			
4	BATTERY AAA (RECHARGEABLE) 25s/pack	20			
5	DISPOSABLE PLATE, 50s/pack	100			
6	DISPOSABLE PLATE, Aluminum coat, 20s/pack	100			
7	DISPOSABLE SPOON, 20s/Pack	100			
8	DISPOSABLE SQUARE PLATE, 5 X 5in, 40s/pack	100			
9	HAND LIQUID SOAP, 120ml, 2btl per pack	80			
10	AUTOMATIC ALCOHOL DISPENSER	5			
11	AUTOMATIC TOILET CLEANER, Atlantic fresh	5			
12	AUTOMATIC TOILET CLEANER, cotton lilac	5			
13	BAR SOAP 390gm	5			

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14	BATHROOM MAT 610mmx475mm/pc	10		
15	BIDET SHOWER SPRAY (Plastic)	5		
16	BUCKET FLOOR SPIN MOP 360degrees	15		
17	CABINET HANDLE, STAINLESS 4in	4		
18	DISINFECTING MAT with tray (16in x 22in)	15		
19	DISPOSABLE PORK	100		
20	DOORKNOB (antique brass)	20		
21	DRINKING GLASS, 33cl, 6s/box	20		
22	DUST PAN PLASTIC	12		
23	All in One Degreaser, Water Based, 1L/btl	10		
24	ANTI BACTERIAL FRAGRANCE CLEANER 250ml/btl	10		
25	ANTI-MOSQUITO SPRAY 500ml/btl	10		
26	BLEACH, 1gal/btl	17		
27	DISHWASHING LIQUID 790ml/btl	50		
28	DISHWASHING LIQUID SOAP 500ml/btl	50		
29	DISINFECTANT AND AIR SANITIZER 283g/btl	50		
30	DISINFECTANT CONCENTRATE CLEANER 500ml/btl	50		
31	HAND SANITIZER, skin nourishing gel, 354ml/btl	25		
32	INSECT SPRAY 500ml/btl	50		
33	ALCOHOL 70% 500ml 24s/box	20		
34	AUTO GLASS CLEANER 32oz, 12's/box	5		
35	CLEAN AND DUST REMOVER 300ml x 12/bx	5		
36	DISPOSABLE FACEMASK, KN95 10s/box	100		
37	FINISHED FLOOR CLEANER 450ml x 6s/bx	15		
38	HAND SANITIZER 250ml, 12's/box	20		
39	HAND SANITIZER 450mlx12s/box	11		

**The above-quoted prices are inclusive of all costs and applicable taxes.*

Annex "A" - SCHEDULE OF REQUIREMENTS

The delivery schedule expressed as weeks/months stipulates hereafter the work duration.

Item	Description	Total Quantity	Delivery
I	Support for Administrative and Operational Activities of PNPA	1	Within 7 days upon receipt of NTP

Signature over Printed Name

Position/Designation

Office Telephone No./Mobile No.

Email Address/es

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FINANCIAL OFFER	
Approved Budget for the Contract	Your Total Offered Quotation
One Million Pesos	In Words
Php1,000,000.00	In Figures

Payment Details	Payment shall be made promptly, but in no case later than sixty (60) days, through Landbank's LDDAP-ADA/Bank Transfer facility after submission of billing statement/invoice and upon fulfillment of other obligations as stipulated in the contract as well as upon inspection and acceptance of the goods by the end user.
Banking Institution	
Account Number	
Account Name	
Branch	

Signature over Printed Name

Position/Designation

Office Telephone No./Mobile No.

Email Address/es

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TERMS AND CONDITIONS:

1. Bidders shall provide the correct and accurate information required on this form.
2. Price quotation/s must be valid for a period of *ninety (90) calendar days* from the date of submission of quotation.
3. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties, and/or levies payable.
4. Quotations exceeding the Approved Budget for the Contract shall be rejected.
5. Award of a contract shall be made to the Lowest Calculated and Responsive Quotation (for goods and infrastructure) or, the Highest Rated Offer (for consulting services) which complies with the minimum technical specifications and other terms and conditions stated herein.
6. Any alterations, erasures, or overwriting shall be valid only if they are signed or initialed by you or any of your duly authorized representative/s.
7. The item/s shall be delivered according to the requirements specified in the Technical Specifications.
8. The Procuring Entity shall have the right to inspect and/or test the goods to confirm their conformity to the technical specifications.
9. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the Procuring Entity shall adopt and employ "draw lots" as the tie-breaking method to finally determine the single winning provider in accordance with GPPB Circular 06-2005.
10. Payment shall be processed after delivery and upon the submission of the required supporting documents, in accordance with existing government accounting rules and regulations.
11. Liquidated damages equivalent to one-tenth of one percent (0.1%) of the value of the goods not delivered within the prescribed delivery period shall be imposed per day of delay. The Procuring Entity shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

Signature over Printed Name

Position/Designation

Office Telephone No./Mobile No.

Email Address/es

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