



REQUEST FOR QUOTATION

PROCUREMENT OF PERSONAL PROTECTIVE EQUIPMENT (PPEs)

The Department of Agrarian Reform CALABARZON Regional office through its Bids and Awards Committee (BAC), will undertake a Small Value Procurement for the procurement of Personal Protective Equipment (PPE), in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

Name of Project	:	Procurement of Personal Protective Equipment (PPEs)
Location	:	Department of Agrarian Reform Regional Office, 3rd Floor, FAPsO Building, Elliptical Road Diliman Quezon City
Project Component:	:	See attached "Annex A and B"
Approved Budget : Contract (ABC)	:	Seventy Two Thousand Eight Hundred Ninety Eight Pesos (P72,898.00)
Delivery Period	:	Five (5) days

Interested suppliers are required to submit their valid and current Mayor's Permit, PhilGheps Registration Number and Bid Proposal.

The Bid Proposal and eligibility documents must be submitted on or before September 18, 2020 at 10:00a.m. at the DAR Regional Office-BAC Secretariat, Department of Agrarian Reform Regional Office, 3rd Floor, FAPsO Building, Elliptical Road Diliman Quezon City

Please submit your lowest and most responsive proposal together with the RFQ in a sealed envelope marked as follows: "The Chairperson DAR Regional Office-BAC Request for Quotation" Procurement of Personal Protective Equipment (PPEs) for DAR CALABARZON Regional Office 3rd Floor, FAPsO Building, Elliptical Road Diliman Quezon City.

Please note that Bid Proposal submitted after the above-mentioned deadline shall not be accepted.



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The Contract will be awarded to the supplier and fabricator whose Bid Proposal is the most advantageous and responsive to the government, in accordance with Republic Act 9184.

Furthermore, the DAR Regional Office-BAC reserves the right to accept or reject any bid proposal, waive any formality in the RFQ, annul the Procurement process, reject any of all price quotations at all time prior to contract award, declare the procurement process a failure, without thereby incurring any liability to the affected Participating Service Provider or any Person.

For inquiries, please refer to:

LINA M. STA BARBARA

Bids and Awards Committee (BAC) Secretariat

3rd Floor, FAPsO Building, Elliptical Road Diliman Quezon City

Cp #09226046200

A handwritten signature in black ink, appearing to read 'Rexie M. Maristela', is written over the printed name and title.

ATTY. REXIE M. MARISTELA
BAC-Chairperson



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Annex B *

Bid Proposal Form

Date: _____

DAR Regional Office-Bids and Awards Committee
 DAR CALABARZON Region
 3rd Floor, FAPsO Building
 Elliptical Road, Diliman Quezon City

The BAC:
 After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our Bid Proposal:

ITEM	DISCRIPTION	QTY	UNIT	APPROVED BUDGET CONTRACT	Bid Proposal (Inclusive of Tax)
PROTECTIVE FACE SHIELD	High Grade Polycarbonate Face Shield with all-weather 5 centimeters diameter DAR CALABARZON sticker	80	PC	P30,000.00	P _____
					
High Grade Polycarbonate Face Shield – Green Top		All-weather 5 centimeters diameter DAR CALABARZON sticker			
PROTECTIVE FACE MASK	PROTECTIVE SURGICAL/WASHABLE FACE MASK	400	PC	P32,000.00	P _____
HAND SANITIZER	70% SOLUTION ISOPROPYL ALCOHOL	6	CONT.	P10,898.00	P _____
TOTAL ABC				P 72,898.00	P _____

(Amount in Words)

Very truly yours,

 Name and Signature of Representative

 Name of Supplier

 Contact Number



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"ANNEX A"

TERMS OF REFERENCE

1. The supplier/installer is required to conduct actual measurement, on-site;
2. Bidders shall provide correct and accurate information required in this form;
3. Bidders may quote for any or all of the items;
4. Price quotation/s must be valid for a period of *thirty (30) calendar days* from the date of submission;
5. Price quotation/s, to be denominated in Philippine peso shall include all taxes, duties and/or levies payable;
6. Quotations exceeding the Approved Budget for the Contract shall be rejected;
7. Award of contract shall be made to the supplier/installer with lowest quotation (for goods) which complies with the minimum technical specifications and other terms and conditions stated herein;
8. Any erasures or overwriting shall be valid only if they are signed or initialed by the bidder or any of his duly authorized representative/s;
9. The item/s shall be delivered according to the requirements specified in the Technical Specifications;
10. The contractor is responsible for providing qualified trained personnel to undertake the installation and Fabrication of the 20ft container van and its components, occupational safety, and other codes applicable to the work/task;
11. Bidder/s shall comply with the new normal protocol for the Occupational Safety and Health (OSH) Measures under Joint Memorandum Circular issued by the CSC, DOH and DOLE guidelines for the Minimum health standard of worker/s in the workplace;
12. The DAR CALABARZON shall have the right to inspect and/or to test the goods to confirm their Conformity to the technical specifications;
11. In case of two or more bidders are determined to have submitted the Lowest Calculated Quotation/Lowest Calculated and Responsive Quotation, the DAR CALABARZO 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;
13. Payment shall be made after delivery and upon the submission of the required supporting documents, i.e. order slip and/or billing statement, by the contractor. Our Government Servicing Bank, i.e. the Land Bank of the Philippines, shall credit the amount due to the contractor's identified bank account not earlier than twenty four (24) hours, but not later than forty-eight (48) hours, upon receipt of our advice. Please note that the corresponding bank transfer fee, if any, shall be chargeable to the contractor's account.; and
14. 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 DAR CALABARZON Regional office 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

