

REQUEST FOR QUOTATION

Date 14-Oct-2022
Quotation No. NP-SVP(A)-2022-0179-IMS

Please quote your lowest price per item/s listed below, subject to the Conditions. Kindly submit your quotation duly signed by you or your representative not later than **PhilGEPs Closing Date**.

Ana Trinidad F. Rivera
ENGR. ANA TRINIDAD F. RIVERA, MSc.
Chairperson, Bids and Awards Committee

Name of Project: Procurement for the Rental of Two (2) Buses for the conduct of IMS Planning for CY 2023 and Management Review 2022 on October 24-28, 2022 (inclusive of travel time) within Pampanga

Procurement Mode: Small Value Procurement (A)

Classification: Goods

Approved Budget for the Contract (ABC): PHP 100,000.00

ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL PRICE OFFERED
Rental of Two (2) Buses for the conduct of IMS Planning for CY 2023 and Management Review 2022 on October 24-28, 2022 (inclusive of travel time) within Pampanga	lot	1	PHP 100,000.00	
Specification:				
a. Fully Air-Conditioned Bus <i>30 %</i>				
b. Seating Capacity of 50-64 (<i>20</i> passengers) per bus, following IATF protocols on social distancing.				
c. Pick-up at FDA Alabang Office on 24 October 2022 at 7:00am, bound to Pampanga.				
d. Pick-up from the venue (Pampanga) on 28 Octobr 2022 at 12:00nn, bound to FDA Alabang Office.				
e. Safety Features: Units must be guaranteed clean and sanitized, undergone preventive maintenance prior to travel, with shoe disinfectant mat, alcohol, and driver should be physically/ mentally fit, fully vaccinated, drug & alcohol free with valid LTO License and its familiar with routers to the venue.				
f. Inclusions: Government Tax, Onboard Insurance, Driver's Fee and Meal, Fuel, Toll Fees, and Road Permit.				
g. Terms of Payment: Send Bill Arrangements				
GRAND TOTAL:				

Delivery Period: _____
*Warranty: _____
Price Validity: _____

After having carefully read and accepted your General Conditions, I/We hereby submit the price quotation on the item/s noted above, within the stated delivery period and price validity.

Printed Name over Signature

Canvassed By: _____

Name of Canvasser & Position Title

Tel. No./ Cellphone No. _____
E-mail Address: _____
Date: _____

Date Conducted: _____

DTN: 20221012101657

NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN OR LEGIBLY HANDWRITTEN. BIDDERS MAY SUBMIT QUOTATIONS PROVIDED THAT ABOVE MATRIX DETAILS ARE COMPLETELY PROVIDED AND SHALL BE SUBMITTED USING COMPANY LETTERHEAD;
2. DELIVERY SHALL BE WITHIN FIVE (5) CALENDAR DAYS UPON RECEIPT OF APPROVED PURCHASE ORDER (P.O.);
3. WARRANTY SHALL BE FOR A MINIMUM PERIOD OF THREE (3) MONTHS, IN THE CASE OF EXPENDABLE SUPPLIES, OR A MINIMUM PERIOD OF ONE (1) YEAR, IN THE CASE OF NON-EXPENDABLE SUPPLIES, AFTER ACCEPTANCE BY THE PROCURING ENTITY OF THE DELIVERED SUPPLIES;
4. PRICE VALIDITY SHALL BE SIXTY (60) CALENDAR DAYS;
5. BIDDERS MAY SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATION OF THE PRODUCT BEING OFFERED, IF APPLICABLE;
6. PLEASE QUOTE YOUR GOVERNMENT PRICE(S) INCLUDING VAT OR OTHER APPLICABLE TAXES AND OTHER INCIDENTAL EXPENSES FOR THE TERMS LISTED/ATTACHED. (*LINE ITEM PROCUREMENT IS ALLOWED)
7. PLEASE SUBMIT YOUR SEALED QUOTATION/S ADDRESSED DIRECTLY TO:

ENGR. ANA TRINIDAD F. RIVERA, MSc
Chairperson, BIDS AND AWARDS COMMITTEE
FOOD AND DRUG ADMINISTRATION
CIVIC DRIVE FILINVEST, ALABANG, MUNTINLUPA CITY

c/o MARIA ESSA C. TUASON
Head Secretariat, FDA-BIDS AND AWARDS COMMITTEE
or email at: bacsec@fda.gov.ph copy furnished mgalcantara@fda.gov.ph / brsalvaleon@fda.gov.ph

DEADLINE OF SUBMISSION OF QUOTATION/S WILL BE BASED ON THE PhilGEPs Closing Date;

8. LATE BIDS SHALL NOT BE ACCEPTED;
9. FOR OTHER INQUIRIES/ CONCERNS ABOUT THE ITEMS, PLEASE CONTACT BAC Secretariat at TELEPHONE NUMBER (02) 8857-1900 local 8307.
10. THE FOOD AND DRUG ADMINISTRATION RESERVES THE RIGHT TO REJECT ANY AND ALL BIDS, DECLARE A FAILURE OF THE PROCUREMENT, OR NOT AWARD THE CONTRACT AT ANY TIME PRIOR TO CONTRACT AWARD IN ACCORDANCE WITH SECTION 41 OF RA 9184 AND ITS IRR, WITHOUT INCURRING ANY LIABILITY TO THE AFFECTED BIDDER OR BIDDERS.
11. WARRANTY (Section 62 of the Revised IRR of RA 9184): FOR THE PROCUREMENT OF GOODS, IN ORDER TO ASSURE THAT MANUFACTURING DEFECTS SHALL BE CORRECTED BY THE SUPPLIER, A WARRANTY SECURITY SHALL BE REQUIRED FROM THE CONTRACT AWARDEE FOR A MINIMUM PERIOD OF THREE (3) MONTHS, IN THE CASE OF EXPENDABLE SUPPLIES, OR A MINIMUM PERIOD OF ONE (1) YEAR, IN THE CASE OF NON-EXPENDABLE SUPPLIES, AFTER ACCEPTANCE BY THE PROCURING ENTITY OF THE DELIVERED SUPPLIES. THE OBLIGATION FOR THE WARRANTY SHALL BE COVERED BY EITHER RETENTION MONEY IN AN AMOUNT EQUIVALENT TO AT LEAST ONE PERCENT (1%) BUT NOT TO EXCEED FIVE PERCENT (5%) OF EVERY PROGRESS PAYMENT, OR A SPECIAL BANK GUARANTEE EQUIVALENT TO AT LEAST ONE PERCENT (1%) BUT NOT TO EXCEED FIVE PERCENT (5%) OF THE TOTAL CONTRACT PRICE. THE SAID AMOUNTS SHALL ONLY BE RELEASED AFTER THE LAPSE OF WARRANTY PERIOD OR, IN THE CASE OF EXPENDABLE SUPPLIES, AFTER CONSUMPTION THEREOF; PROVIDED, HOWEVER, THAT THE SUPPLIES DELIVERED ARE FREE FROM PATENT AND LATENT DEFECTS AND ALL THE CONDITIONS IMPOSED UNDER THE CONTRACT HAVE BEEN FULLY MET.
12. LIQUIDATED DAMAGES (Section 68 of the Revised IRR of RA 9184): ALL CONTRACTS EXECUTED IN ACCORDANCE WITH THE ACT AND THIS IRR SHALL CONTAIN A PROVISION ON LIQUIDATED DAMAGES WHICH SHALL BE PAYABLE BY THE CONTRACTOR IN CASE OF BREACH THEREOF. FOR THE PROCUREMENT OF GOODS, INFRASTRUCTURE PROJECTS AND CONSULTING SERVICES, THE AMOUNT OF THE LIQUIDATED DAMAGES SHALL BE AT LEAST EQUAL TO ONE-TENTH OF ONE PERCENT (0.001) OF THE COST OF THE UNPERFORMED PORTION FOR EVERY DAYS OF DELAY. ONCE THE CUMULATIVE AMOUNT OF LIQUIDATED DAMAGES REACHES TEN PERCENT (10%) OF THE AMOUNT OF THE CONTRACT, THE PROCURING ENTITY MAY RESCIND OR TERMINATE THE CONTRACT, WITHOUT PREJUDICE TO OTHER COURSES OF ACTION AND REMEDIES AVAILABLE UNDER THE CIRCUMSTANCES.

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