



Food and Drug Administration
PHILIPPINES
Civic Drive, Filinvest Corporate City, Alabang, Muntinlupa City

REQUEST FOR QUOTATION

Date 13-Jul-2023
Quotation No. NP-SVP(A)-2023-0126-ODG

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 **21 July 2023, 12:00 nn.**

Ana Trinidad F. Rivera
ENGR. ANA TRINIDAD F. RIVERA, MSc
Chairperson, FDA-CenBAC

Name of Project:

Bus Rental for the Formulation of FDA Medium Term Development Plan from Alabang to Tagaytay and Vice Versa

Procurement Mode: NP-Small Value Procurement (A)
Classification: Goods
Approved Budget for the Contract (ABC): PhP108,420.00

ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL PRICE OFFERED
Bus Rental for the Formulation of FDA Medium Term Development Plan from Alabang to Tagaytay and Vice Versa	UNIT	4	27,105.00	
Technical Specifications: 10-11 August 2023 40 pax 22-25 August 2023 80 pax 11-13 September 2023 40 pax a. Fully Air-conditioned bus, preferably with comfort room b. Seating capacity min. of 40 following IATF Protocols in Social Distancing c. Pick-up at FDA Alabang Office on the 10th and 22nd of August and 11th of September 2023, 7:00 AM bound to Tagaytay City d. Pick-up at Tagaytay City on the 11th and 25th of August and 13th of September 2023, 4:00 PM bound to FDA Alabang Office e. Driver should be COVID-19 vaccinated, physically/mentally fit and familiar with the destination/venue f. Inclusive of Driver, fuel and toll fees, Filinvest entry pass fee g. Send bill arrangement				
GRAND TOTAL:			108,420.00	

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: 20230208090851

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 OF SERVICES SHALL BE DONE BASED ON THE DATE STATED IN THIS RFO;

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.

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 ATTY. ALBERTITO C. GARCIA
Head Secretariat, FDA-CENTRALIZED BIDS AND AWARDS COMMITTEE
or email at: bacsec@fda.gov.ph

DEADLINE OF SUBMISSION OF QUOTATION/S WILL BE 21 July 2023, 12:00 NN.

8. LATE BIDS SHALL NOT BE ACCEPTED;

9. FOR OTHER INQUIRIES/ CONCERNS ABOUT THE ITEMS, PLEASE CONTACT VANESSA O. OLIVAR-MALELANG email address: voomalelang@fda.gov.ph

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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