

REQUEST FOR QUOTATION

Date 13-Oct-2023
Quotation No. NP-SVP(A)-2023-0190-ODG_Reposted

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**.


ENGR. ANA TRINIDAD F. RIVERA, MSc
Chairperson, FDA-BAC

Name of Project:

Procurement of Supply and Delivery of Uniform and Polo Shirts for the DOH Invitational Sports Festival and Clusterized Sports Activity

Procurement Mode:

NP-Small Value Procurement (A)

Classification:

Goods

Approved Budget for the Contract (ABC):

PHP 593,350.00

ITEM DESCRIPTION/SPECIFICATION	UNIT	QTY.	COST PER ITEM	TOTAL PRICE OFFERED
Procurement of Supply and Delivery of Uniform and Polo Shirts for the DOH Invitational Sports Festival and Clusterized Sports Activity				
Polo Shirt for FDA Personnel > Customized > Color and design: see attached > with FDA Logo on left side (soft copy of logos will be provided by the FDA) > Full sublimation: Print > Materials: Polydex fabric at least 180 to 200gsm	Sets	1,101		
Uniform for Players of Volleyball > 2 Sets of T-Shirt and Short for 29 Players > Customized > Color and design: see attached > with DOH invitational logo on right chest; FDA Logo on left side (soft copy of logos will be provided by the FDA) > Full sublimation: Print > Materials: Polydex fabric at least 180 to 200gsm	Sets	58		
Uniform for Players of Basketball > 2 Sets of Sando and Short for 15 Players > Customized > Color and design: see attached > with DOH invitational logo on right chest; FDA Logo on left side (soft copy of logos will be provided by the FDA) > Full sublimation: Print > Materials: Polydex fabric at least 180 to 200gsm	Sets	30		

Polo Shirt for coordinators, coaches and SHERT > Customized > Color and design: see attached > with DOH invitational logo on right chest; FDA Logo on left side (soft copy of logos will be provided by the FDA) > Full sublimation: Print > Materials: Polydex fabric at least 180 to 200gsm	Sets	7		
Uniform for Cheer dancers, set if top with sleeves (liner) and leggings > Customized > Color and design: see attached for a complete description > with FDA Logo on left side (soft copy of logos will be provided by the FDA) > Full sublimation: Print > Materials: Metallic and stretchy/spandex fabric	Sets	25		
Other requirements: > Procurement of the Requirements should be in lot > Supplier to submit sample printed designs of all requirements in mini size using the required fabric along with their quotation or before the closing date of posting at philgeps > Suppliers to provide documents or any applicable evidence on the type of fabric used				
> Sizes: - Polo shirts sizes of all personnel will be supplied/provided by the FDA - Supplier should personally measure/determine the size of players, coaches, coordinators, SHERT, muse, and cheer dancer at the FDA Office without additional cost > Price Validity: At least 60 days				
Delivery Period: on or before November 3, 2023				
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:

Tel. No./ Cellphone No. _____

E-mail Address: _____

Date: _____

Date Conducted: _____

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 RFQ:**

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 BASED ON THE **Philgeps Closing Date.**

8. LATE BIDS SHALL NOT BE ACCEPTED;

9. FOR OTHER INQUIRIES/ CONCERNS ABOUT THE ITEMS, PLEASE CONTACT **email address: bacsec@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.