



**DEPARTMENT OF ENERGY**  
 (Kagawaran ng Enerhiya)  
 Energy Center, Rizal Drive Bonifacio  
 Global City, Taguig City, Philippines 1632

RFQ No.	RFQ-01-0101-2022-03-0055-0404-0035
Purchase Request No.:	01-0101-2022-03-0055-

### REQUEST FOR QUOTATION

<b>Title of Procurement/End-user</b>	: SUPPLY AND DELIVERY OF MATERIALS FOR THE FABRICATION OF FILING RACKS AND STORAGE BINS
<b>Mode of Procurement</b>	: <b>Small Value Procurement (AMP 53.9)</b>
<b>Bidding Terms</b>	: <b>Per Lot</b>
<b>Delivery Terms/Schedule</b>	: <b>30 Days upon receipt of approved PO</b>
Delivery Location	: Department of Energy Main Office, BGC Taguig City
Payment Terms	: Payment shall be processed within thirty (30) days upon completion of delivery of all items or services, submission of all required documents and issuance of end-user's certificate acceptance.

Please quote your lowest price on the items/s listed below, subject to the compliance with the Terms of Reference and Specifications. Submit the quotation following the format of the Quotation Submission Form (Annex A) in a sealed envelope duly signed by your representative at the Procurement Management Division Office, 3<sup>rd</sup> Floor DOE Main Building, Department of Energy Rizal Drive, Energy Center-Bonifacio Global City, Taguig City or through email at the following address: [bacsecretariat@doe.gov.ph](mailto:bacsecretariat@doe.gov.ph) not later than **07 April 2022 at 5:00PM**. LATE SUBMISSION WILL NOT BE ACCEPTED.

Terms of Reference/Specifications				
Item No.	Description/ Specification:	Quantity	Unit Price	Total ABC
1.				351,260.00
2.	Stackable Plastic Organizer, Bin or box XXL, 3pcs/set (see attach pictures)	30 pcs.	450.00	13,500.00
3.	Slotted Angle bar 1 1/2 x 1 1/2 x 10ft, 2mm thk; powder coated gray paint	280 pcs.	528.00	147,840.00
4.	Slotted Angle bar 1 1/2 x 2 x 10ft, 2mm thk; powder coated gray paint	120 pcs.	564.00	67,680.00
5.	Slotted Angle Bar, Corner Plate, 4pcs/set	280 sets	80.00	22,400.00
6.	Slotted Angle Bar, Bolt and Nut, 100set/box	12 boxes	420.00	5,040.00
7.	Slotted Angle Bar rubber footing 1 1/2 x 2	80 pcs.	18.00	1,440.00
8.	Plyboard 3/4" x 4' x 8'	60 pcs.	1,306.00	78,360.00
9.	Wood primer, waterbased	20 gal.	750.00	15,000.00
10.	<p><b>Other Terms and Conditions</b></p> <p><b>a.</b> The supplier must submit photos, brochures and/or sample of the items subject to review and approval by the End-user.</p> <p><b>b.</b> The price quoted must be firm and irrevocable for three (3) months and not subject to any change whatsoever even due to change of cost of raw material components and fluctuations in foreign exchange rates and excise duties.</p> <p><b>c.</b> Delivery terms: 30 days upon receipt of approved Purchase Order (PO).</p> <p><b>d.</b> Total Bid Price is inclusive of cost of duties, taxes and other incidental expenses.</p> <p><b>e.</b> Payment Terms: 30 calendar days upon submission of complete documents, subject to the usual government auditing and accounting procedures. Payment is through List of Due and Demandable Accounts Payable - Advice to Debit Account (LDDAP-ADA)</p>			

**General Conditions:**

1. Quotation shall be valid for sixty (60) days from submission
2. Sample/brochure of the item complying with the Specifications shall be submitted together with the quotation/proposal. Non-submission of actual sample/brochures in the proposal is a ground for disqualification. **(If applicable)**
3. The following documents shall be attached/included in the submission of proposal/quotation:
  - a) Mayor's / Business Permit
  - b) PhilGEPS Registration Number/Certificate
  - c) Income /Business Tax Return
  - d) Omnibus sworn Statement (Annex C)
4. Payment is through LDDAP through a Government Servicing Bank (GSB) and will be processed upon final acceptance of the end users and submission of complete documents. If not a GSB should shoulder all associated Bank Transaction Fee.
5. The Supplier shall clearly state the company name and account name for payment.
6. The price quoted is inclusive of all taxes and other charges.
7. The Supplier shall receive the Notice of Award and Purchase Order/Notice to Proceed within the required time under RA 9184 otherwise the Supplier may be sanctioned under the provision of RA 9184 and its IRR.