



TEL. NO./FAX No. :	TIN :
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1. All entries must be typewritten or legibly written.
2. Delivery period within **Thirty (30) calendar days** upon receipt of the approved funded Purchase Order (P.O). Administrative penalties pursuant to Sec. 69 of the Revised IRR-RA 9184 shall be imposed for non-delivery without valid reason.
3. Warranty shall be for a minimum of **three (3) months for supplies & materials; one year for Equipment; 3 years for IT Equipment** from date of acceptance by the end-user.
4. Price validity shall be for a period of **sixty (60) calendar days**.
5. For all Supplier, the two (2) envelope system will be followed.
-The first envelope shall contain the following eligibility document/s.
PhilGEPS Registration Certificate (Platinum), Mayor's Permit, DTT/SEC Registration, Tax Clearance including Income/Business Tax Return, Certificate of Registration, Omnibus Sworn Statement (not applicable for ABC<Php 50,000.00)an original brochures showing certifications of the product (if applicable) shall be attached upon submission of the quotation.
-The second envelope which contain the quotation shall only be opened after the first envelope is declared complying.
6. Bidders shall **submit original brochures** of the product .
7. Please indicate the **brand** for each items being offered.
8. The approved budget ceiling for this procurement is **P975,000.00**
9. Please **specify brand name** otherwise, bids will not be accepted.
10. Quotation thru **electronic mail/fax will not be accepted.**

DPWH-G&S-42:Request for Quotation

CHECKLIST FOR GOOD'S

(Mode of Procurement: SMALL VALUE PROCUREMENT)

Attachment :

1. DTI Business Name/SEC Registration of Supplier
2. TAX Clearance & Monthly Payment of Taxes including Income/Business Tax Return
3. Certificate of PHILGEPS Registration
4. Latest/Updated Mayor's/Business Permit
5. Certificate of Registration (COR)
6. Omnibus Sworn Statement (Revised per GPPB Resolution No. 16-2020)
7. Bidders shall submit original brochures showing certifications of the product (if applicable)
8. Special Power of Attorney of Liaison and Valid Identification Card (if applicable)

Note: Please indicate the brand for each items being offered (if applicable)

Supplier's Signature