



Please quote your lowest price on the item(s) listed below, subject to the Terms and Conditions stated below and submit your quotation duly signed by your representative not later than **10:00 A.M** on **10 APR 2024** in the return envelope attached herewith, to the **Procurement Unit, DPWH Sorsogon 1st DEO, Guinlaon, Sorsogon City.**

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.
6. **PhilGEPS Registration Certificate (Platinum), Mayor's Permit, DTI/SEC Registration, Tax Clearance including Income/Business Tax Return, Certificate of Registration, Omnibus Sworn Statement (not applicable for ABC < Php 50,000.00) and 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.
7. Bidders shall **submit original brochures** of the product .
8. Please indicate the **brand for each items** being offered.
9. The approved budget ceiling for this procurement is **P 70,000.00**
10. Please **specify brand name** otherwise, bids will not be accepted.
11. **Quotation thru electronic mail/ fax will not be accepted.**

Item No.	ITEMS & DESCRIPTION	QTY.	UNIT	UNIT PRICE	TOTAL PRICE
Purchase Request of Aircondition, 2HP Inverter, Split-type (including installation) for use in Finance Section, DPWH Sorsogon 1st DEO					
1.	Aircondition, 2HP, Inverter, Split-type (including installation)	1	pc		
	Note: Good Quality & well-known brand				
	Purpose: For use at Finance Section (2nd Quarter FY 2024), DPWH Sorsogon 1st DEO				
		Total -----			
The awarding for this RFQ will be on a lump-sum basis.Prospective Suppliers must quote for all of the items.Otherwise they will be subjected for disqualification.		Amount in Words -----			

Brand and Model	:	_____	Warranty	:	_____
Delivery Period	:	_____	Price Validity	:	_____

After having carefully read and accepted your General Conditions, I / We quote you on the item(s) at prices note above. If the space for Delivery Period, Warranty and Price Validity are left blank, it means that I concur with the Terms and Conditions specified by DPWH.

Printed Name / Signature / Date

Tel. No. / Cellphone No. / E-mail Address

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