

REPUBLIC OF THE PHILIPPINES NATIONAL IRRIGATION ADMINISTRATION MIMAROPA REGIONAL OFFICE

REQUEST FOR QUOTATION

Date:	
	PR No.: 2020 -08-104
	Pupose: IT Equipment for use of
NAME OF COMPANY / FIRM / DEALER	CARP-IC Personnel of the NIA
	MIMAROPA Regional Office
ADDRESS	
TIN NO. / VAT or NVAT	
Conditions stated herein, stating the shortest time of delivery.	on the job/item/s listed below, subject to the Specifications and Terms & Quotation duly signed by you or your authorized representative shall be nly until exactlyat the NIA MIMAROPA Regional Office,
Failure to observe any of the herein Specification bidders concerned.	ins and Terms & Conditions shall be ground for disqualifications of the
	ENGR. LOWELL AZANO BAC, Chairberson
TOTAL APPROVED BUDGET FOR THE CONTRACT: Php	54,400.00
	Compliance

NO. QTY.	QTY.	UNIT	ARTICLES / SPECIFICATIONS	Compliance w/Specs.			
				YES	NO	UNIT PRICE	TOTAL BID PRICE
1	1	lot	SUPPLY AND DELIVERY OF IT EQUIPMENT				
2	2	unit	MULTI-FUNCTION PRINTER				
			Specifiations:		-		
	Print, Scan, Copy, Fax with ADF Capability						
			Paper Size: Letter, A4, Legal Size				
	3	unit	UNINTERRUPTIBLE POWER SUPPLY (UPS)				
		650 VA					
	2	unit	EXTERNAL HARD DRIVE			-	
			1 TB				
			XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX				
				1		1	
				1		+ +	
						1	
						1	
					TOTA		
TAI DII	D PRICE IN	WORDS-			10171		

Note: Subject to 5% VAT & 1% EWT / CWT deduction as per RA 9337

Delivery Period:

Brgy. Bayanan II, Calapan City, Oriental Mindoro, Philippines

Telefax No.: (043) 288 7267

Website: http://region4b.nia.gov.ph/ • Facebook: www.facebook.com/nia4bmimaropa/

TIN: 000-916-415-166



TERMS AND CONDITIONS

- 1. All entries must be legibly written. Bidders shall provide correct and accurate information required in this form.
- 2. Bidders shall check (Yes/No) with regard to compliance with the specified articles and specifications.
- 3. Bidders shall also submit brochure showing specifications of the product being offered. (If applicable)
- 4. All bids exceeding the Approved Budget for the Contract (ABC) shall be automatically disqualified.
- 5. Delivery period is within 15 calendar days from receipt of Purchase Order.
- 6. Price validity shall be for a period of <u>60</u> calendar days from the date of submission. Price quotation/s, to be denominated in Philippine Peso shall include all taxes, duties and/or levies payable.

7. For Lot Award

All items to be grouped together to form one (1) complete Lot that will be awarded to one Bidder to form one (1) complete contract. Bidder must offer/quote on all items, otherwise, bidder shall automatically be disqualified.

- 8. Warranty shall be one (1) year for equipment and six (6) months for supplies and materials from date of approval of the Report of Inspection & Acceptance (RIA) by the authorized NIA MIMAROPA Regional Office representative.
- 9. Bidders shall submit one (1) accomplished Bid/Request for Quotation (RFQ) together with the following documents placed in one (1) sealed envelope, namely:
 - a.) Mayors Permit;
 - b.) Copy of PhilGEPS Registration
- 10. Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized respresentative.
- 11. Award of contract shall be made to the lowest quotation (for goods and insfrastructure) or the highest rated offer (for consulting services) which complies with the minimum specifications and terms and conditions stated herein.
- 12. The NIA MIMAROPA Regional Office shall have the right to inspect and/or to test the goods to confirm their conformity to the technical specifications.
- 13. Supplier shall be responsible for the source(s) of his/her product and shall make deliveries in accordance with schedule, quality and specifications of the award/purchase order and shall guarantee his/her deliveries to be free from defects. Failure of the supplier to comply with this provisions shall be ground for cancellation of the award or purchase order issued to the supplier.
- 14. Liquidated damages equivalent to one tenth of one percent (0.001%) of the value of the undelivered item/s within the prescribed delivery period shall be imposed per day of delay. The NIA MIMAROPA Regional Office shall rescind the contract once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, without prejudice to other courses of action and remedies open to it.

TERMS OF PAYMENT:

The winning bidder / supplier shall be paid the contract amount in full within <u>30</u> calendar days upon delivery and acceptance of the item/s by the NIA MIMAROPA Regional Office subject to deduction of applicable taxes.

NOTE:

- 1. Sealed Bid quotation may be submitted to the NIA MIMAROPA Regional Office, NIA Administrative Building, Second Floor, Bayanan II, Calapan City, Oriental Mindoro, Fax No. 043-288-7267 or by email at mimaropa@nia.gov.ph and niamimaropa.bac@gmail.com.
- 2. Please make a certain to affix the signature of the owner, manager or any of its duly authorized representative in a clear legible

After having carefully read and accepted the Terms and Conditions, I/We submit our quotation/s on the item/s at prices noted above.

Printed Name & Signature of Dealer or Representative	