



## **REQUEST FOR QUOTATION** **NEGOTIATED PROCUREMENT – TWO FAILED BIDDINGS**

Date: 08 November 2022

RFQ No.: 100-22-02-256

1. The **CITY GOVERNMENT OF PASIG**, through the Bids and Awards Committee (“BAC”), has a procurement project for the **Supply and Delivery of Other Supplies and Drinking Water (Pasig Community Kitchen) - GSO** with an Approved Budget for the Contract (“ABC”) of **Three Million Five Hundred Fifteen Thousand One Hundred Pesos (Php 3,515,100.00)**, as follows:

| LOT NO. | DESCRIPTION    | APPROVED BUDGET (PHP) |
|---------|----------------|-----------------------|
| 1       | Other Supplies | 2,991,600.00          |
| 2       | Drinking Water | 523,500.00            |

2. A complete set of the Request for Quotation (“RFQ”) may be acquired by interested bidders upon payment of the applicable fee for the Bidding Documents, pursuant to the latest Guidelines on issued by the GPPB, and based on the following schedule


| APPROVED BUDGET FOR THE CONTRACT    | COST OF BIDDING DOCUMENTS (PHP) |
|-------------------------------------|---------------------------------|
| More than 500,000 up to 1 million   | 1,000.00                        |
| More than 1 million up to 5 million | 5,000.00                        |

NOTE: For lot procurement, the maximum fee for the RFQ for each lot shall be based on its ABC, in accordance with the Guidelines issued by the GPPB; provided that the total fees for the RFQ of all lots shall not exceed the maximum fee prescribed in the Guidelines.

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(02) 8628-3395 \* (02) 8641-1111 loc 1461 \*  bidsandawards@pasigcity.gov.ph \*



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3. The procurement will be conducted through **Negotiated Procurement – Two Failed Biddings** in accordance with Section 53.1 of the 2016 Revised Implementing Rules and Regulations (“IRR”) of Republic Act No. 9184 (“R.A. No. 9184”).
4. The project shall be awarded as one project having several items grouped into several lots, which shall be awarded as separate contracts per lot. Quotations received exceeding the total ABC for each lot shall be rejected.
5. Interested bidders may obtain further information from the Procurement Management Office at the address given below during office hours, Monday to Friday, from 8:00 A.M. to 5:00 P.M.
6. The schedule of activities are as follows:



| ACTIVITIES                                     | SCHEDULE  |
|--|---|
| Advertisement/Posting of Request for Quotation | 08 November 2022  |
| Negotiation                                    | 14 November 2022 at 10:00 A.M.,<br>7 <sup>th</sup> Floor Meeting Room, Pasig City Hall,<br>Caruncho Avenue, San Nicolas, Pasig City |
| Submission of Sealed Quotation                 | 18 November 2022 at 11:00 A.M.<br>4 <sup>th</sup> Floor Pasig City Hall, Caruncho<br>Avenue, San Nicolas, Pasig City                |
| Opening of Quotations                          | 18 November 2022 at 11:00 A.M.<br>7 <sup>th</sup> Floor Meeting Room, Pasig City Hall,<br>Caruncho Avenue, San Nicolas, Pasig City  |


7. Quotations submitted after the scheduled opening of quotations shall not be accepted.
8. Interested bidders shall submit the following documents in a sealed envelope addressed to the “Bids and Awards Committee, 4<sup>th</sup> Floor, Pasig City Hall” and properly marked with the project title, name of bidder, address of the bidder, and contact details of the bidder:
  - Valid PhilGEPs Certificate of Registration and Platinum Membership

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- Mayor's/Business permit issued by the city or municipality where the principal place of business of the prospective bidder is located, or the equivalent document for Exclusive Economic Zones or Areas
- Latest Income Tax Return stamped "Received" by the Bureau of Internal Revenue ("BIR") or BIR authorized collecting agent
- Duly accomplished Request for Quotation
- Omnibus Sworn Statement supported by an attached document showing proof of authorization, i.e. duly notarized Secretary's Certificate issued by the corporation or the members of the joint venture or a Special Power of Attorney, in case of Sole Proprietorship

Award of contract shall be made to the supplier, contractor or consultant determined to have the Single or Lowest Calculated and Responsive Quotation (for goods and infrastructure projects) or Single or Highest Rated and Responsive Proposal (for consulting services).


9. To guarantee the faithful performance of the winning bidder's obligation, it shall post a Performance Security prior to the signing of the contract, in accordance with any of the following forms prescribed in Section 39.2 of the 2016 Revised IRR of R.A. No. 9184.
10. The Performance Security shall remain valid until issuance by the City Government of Pasig of the Certificate of Final Acceptance (Certificate of Completion). The Performance Security may be released after the issuance of the Certificate of Final Acceptance (Certificate of Completion), subject to the conditions stipulated in Section 39.5 of the 2016 Revised IRR of R.A. No. 9184.
11. Bidders, except those who have previously participated in any of the last two (2) failed biddings, are required to pay the applicable fee for the sale of RFQ not later than the deadline for the Submission and Receipt of the Best Offers/Quotation.
12. The **CITY GOVERNMENT OF PASIG** reserves the right to reject any and all proposal/s, cancel or terminate the conduct of procurement activities, or not award the contract in accordance with Sections 35.6 and 41 of the IRR of R.A. No. 9184, without thereby incurring any liability to the affected bidder or bidders.

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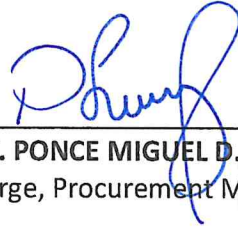


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13. For any clarification, you may contact us at telephone no. (02) 8641-1111 loc. 1461 or send us an email at [bidsandawards@pasigcity.gov.ph](mailto:bidsandawards@pasigcity.gov.ph)





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**ATTY. PONCE MIGUEL D. LOPEZ**  
Officer-in-Charge, Procurement Management Office

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# REQUEST FOR QUOTATION

Date: 08 November 2022

RFQ No.: 100-22-02-256

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Name of Store/Shop: \_\_\_\_\_

Address: \_\_\_\_\_

TIN: \_\_\_\_\_

PhilGEPS Registration Number (required prior to award): \_\_\_\_\_


| Item No. | Item Description              | Brand Name<br><small>(indicate the brand to be offered, if branded; otherwise, indicate "unbranded" or "generic"; items such as equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated)</small> | QTY | UOM    | Approved Budget |              | Price Offer |            |
|----------|-------------------------------|--|-----|--------|-----------------|--------------|-------------|------------|
|          |                               |  |     |        | Unit Cost       | Total Cost   | Unit Cost   | Total Cost |
|          | <b>LOT 1 – OTHER SUPPLIES</b> |  |     |        |                 |              |             |            |
| 1        | Paper Box                     |  | 800 | box/es | 2,280.00        | 1,824,000.00 |             |            |

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|              |   |  |        |        |          |                     |  |  |
|--------------|---|--|--------|--------|----------|---------------------|--|--|
|              | 2 Division, 600 pcs per box<br><br>Dimensions:<br>4 ½ in x 6 ½ in x 1 ½ in                                    |  |        |        |          |                     |  |  |
| 2            | Bento Box<br><br>3 divisions, 500 pcs per box<br><br>Dimensions:<br>9 in x 7.5 in x 1.5 in                    |  | 5      | box/es | 5,000.00 | 25,000.00           |  |  |
| 3            | Microwaveable Box<br><br>2 divisions, 300 pcs per box<br><br>Dimensions:<br>9 in x 7.5 in x 1.5 in            |  | 350    | box/es | 2,378.00 | 832,300.00          |  |  |
| 4            | Disposable Spoon and Fork<br><br>100 packs per box<br><br>Plastic, 6.5 inches                                 |  | 290    | box/es | 1,070.00 | 310,300.00          |  |  |
|              | <b>LOT 2 – DRINKING WATER</b>   |  |        |        |          |                     |  |  |
| 5            | Bottled Water<br><br>350 ml, process – potable water  |  | 30,000 | bttl/s | 11.00    | 330,000.00          |  |  |
| 6            | Gallons of Water<br><br>5 gallons per container<br><br>With free use of water dispenser (hot and cold) 5-unit |  | 3,870  | gal/s  | 50.00    | 193,500.00          |  |  |
| <b>Total</b> |   |  |        |        |          | <b>3,515,100.00</b> |  |  |

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**DELIVERY TERM: LOT 1 – 30 calendar days but not to exceed 31 December 2022 from the date of receipt by the winning supplier of the Notice to Proceed**

**LOT 2 – Staggered delivery but not to exceed 31 December 2022 from the date of receipt by the winning supplier of the Notice to Proceed**

I hereby certify that the products to be delivered will conform to the specifications stated in the Item Description and I hereby agree to the Terms of Delivery indicated in the submitted form.

Conforme:

\_\_\_\_\_  
Signature over Printed Name

\_\_\_\_\_  
Position


Duly authorized to sign quotation/offer for and on behalf of \_\_\_\_\_  
(Please indicate Company Name)

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