



REQUEST FOR QUOTATION

Date: 12 April 2023

RFQ No.: 100-23-02-455

Name of Company: _____

Address: _____

Name of Store/Shop: _____

Address: _____

TIN: _____

PhilGEPS Registration Number: _____

The City Government of Pasig, through the Bids and Awards Committee (BAC), intends to procure **Supply, Delivery, and Installation of Various Air-Conditioning Units for the Pamantasan ng Lungsod ng Pasig** with an Approved Budget for the Contract (ABC) of **Php 879,900.00**, in accordance with **Section 53.9** of the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184. Please quote your best offer for the item in the table below.

The Project shall be awarded as One Project having several items that shall be awarded as one contract. Quotations received exceeding the total Approved Budget for the Contract shall be rejected.

Item No.	Item Description	Brand Name <small>(PLEASE DO NOT LEAVE BLANK)</small>	QTY	UOM	Approved Budget		Price Offer	
					Unit Cost	Total Cost	Unit cost	Total Cost
1	Floor Mounted 4.0 HP 3 Tonner Aircon Inverter with Installation		5	unit	165,000.00	825,000.00		
2	Aircon Split Type 3.0 HP Inverter with Installation		1	unit	54,900.00	54,900.00		
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.				Total	879,900.00			
DELIVERY TERM: Within Thirty (30) calendar days upon the receipt of Notice to Proceed.								

**Indicate the BRAND NAME and its specific MODEL to be offered or attach a BROCHURE for the offered item; items such as equipment, devices, electronics, machines, drugs, medicines, medical supplies must be branded or at the very least, manufacturer shall be indicated.*

Submit this Quotation (Accomplished and duly signed by the Owner or the respective Authorized Representative indicated in the Secretary's Certificate/Special Power of Attorney) not later than the closing date specified in the Bid Notice Abstract posted in PhilGEPS website along with the following documents:

- **Mayor's/Business Permit** (or a recently expired Mayor's/Business permit together with the official receipt as proof that the prospective bidder has applied for renewal within the period prescribed by the concerned local government unit subject to submission of the Mayor's Permit before the award of contract). The nature of business as stated in the Mayor's/Business Permit should at the very least be similar or related to the project to be bid.
- **PhilGEPS Registration Number**



- **Income Tax Return** - Latest Income or Business Tax Returns filed and paid through the BIR Electronic Filing and Payment System (EFPS).
In accordance with Revenue Regulation No. 3-2005, the above-mentioned tax returns shall refer to the following:
 1. Latest Income Tax Return (ITR) - For participants already with an Annual ITR, latest ITR shall refer to the ITR for the preceding Tax Year be it on a calendar or fiscal year. For new establishments which, therefore, have no annual ITR yet, it shall refer to the most recent quarter's ITR.
 2. Latest Business Tax Return - refers to the Value Added Tax (VAT) or Percentage Tax returns covering the previous six (6) months.
- Accomplished and notarized **Omnibus Sworn Statement**
([https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement\(Revised\).docx](https://www.gppb.gov.ph/assets/forms/Omnibus%20Sworn%20Statement(Revised).docx))
- **Proof of Authorization: Secretary's Certificate** if corporation, or **Special Power of Attorney**, if individual.

ADDITIONAL REQUIREMENTS:

For Procurement of Drugs and Medicines:

Documents from the Food and Drug Administration (FDA):

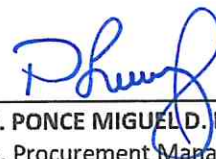
- a. Certificate of Product Registration;
- b. Certificate of Good Manufacturing Practice;
- c. License to Operate;
- d. Batch Release Certificate (*for vaccines, toxoids and immunoglobulins only*) [*to be submitted upon delivery*]; and
- e. Certificate of Analysis (*for anesthesia and antibiotics*) [*to be submitted upon delivery*].

If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

Please submit the accomplished Quotation and required documents on or before the deadline of submission at the Bids and Awards Committee (BAC) through the **Procurement Management Office (BAC Secretariat Office), 4th Floor, Pasig City Hall, San Nicolas, Pasig City.**

All documents should be submitted in a sealed brown envelope addressed to the "Bids and Awards Committee, 4th Floor, Pasig City Hall", and properly marked with the Project Title as provided herein.

For any clarification, you may contact us at telephone no. (02) 8641-1111 / (02) 8643-1111 loc. 1461 or email address at bidsandawards@pasigcity.gov.ph



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




I hereby certify that I have read and agree to this Request for Quotation and its Terms of Reference, if any. I further certify that the products to be delivered will conform to the specifications stated in the Item Description.

Conforme:

Signature over Printed Name **Position**

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

Caruncho Avenue, Brgy. San Nicolas, Pasig City, Philippines 1600

 (02) 8643-1111 * (02) 8641-1111 loc 1461 *  bidsandawards@pasigcity.gov.ph *
 pasigcity.gov.ph



455

OFFICE OF THE BUILDING ADMINISTRATION

Alkalde Jose St. Kapasigan Pasig City, Philippines 1600
 628-1014 Loc. 106 building_admin@plpasig.edu.ph

TERMS OF REFERENCE

Activity Title	Pamantasan ng Lungsod ng Pasig Air-Conditioning Unit
Date	March 02, 2023
Time	10:00 am

SPECIFICATIONS	UNIT COST	TOTAL ESTIMATED BUDGET								
➤ 5 units floor mounted 4.0 HP 3 toner air-conditioning unit. <table border="1" style="margin-top: 10px;"> <thead> <tr> <th>FEATURES</th> <th>TECHNICAL SPECIFICATION</th> </tr> </thead> <tbody> <tr> <td>Fan Coil Application Type</td> <td>Floor Mounted</td> </tr> <tr> <td>Capacity</td> <td>3 TR</td> </tr> <tr> <td>Refrigerant</td> <td>R410A</td> </tr> </tbody> </table>	FEATURES	TECHNICAL SPECIFICATION	Fan Coil Application Type	Floor Mounted	Capacity	3 TR	Refrigerant	R410A	165,000.00	825,000.00
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OFFICE OF THE BUILDING ADMINISTRATION

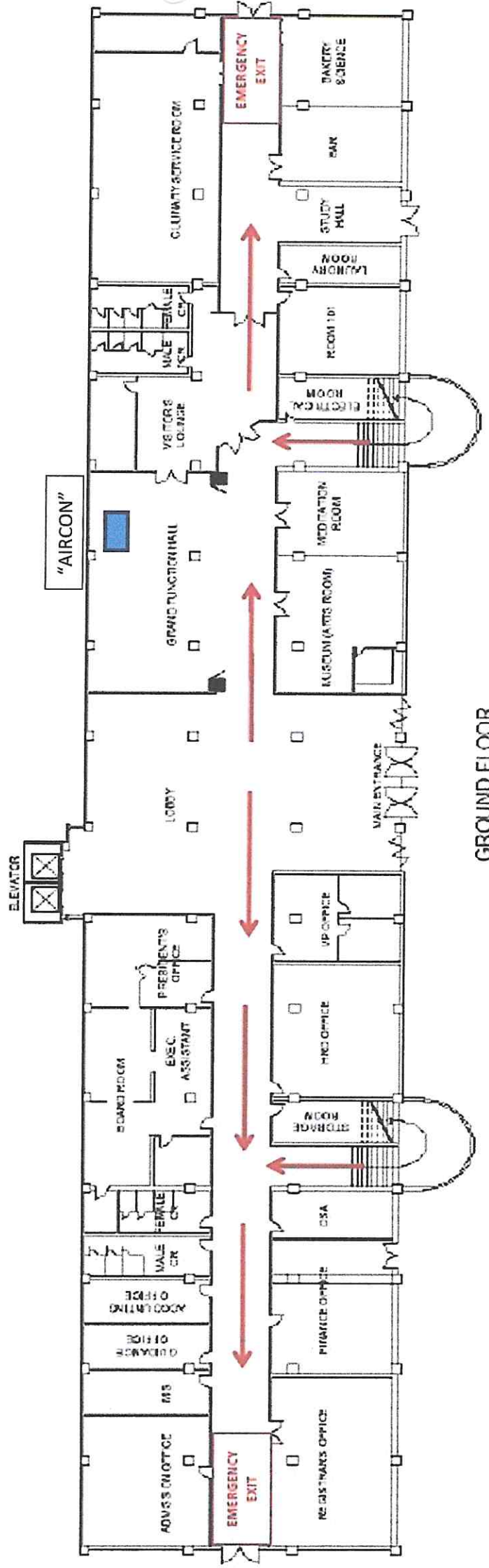
Alkalde Jose St. Kapasigan Pasig City, Philippines 1600
628-1014 Loc. 106 building_admin@plpasig.edu.ph

Requirements:

- It should have 2 years warranty.
- Delivery will be (30) thirty calendar days upon receipt of Notice To Proceed (NTP).
- Notify the City OGS and Central Supplies 3 to 5 days before delivery at Pamantasan ng Lungsod ng Pasig, Alcalde Jose St., Kapasigan, Pasig City.

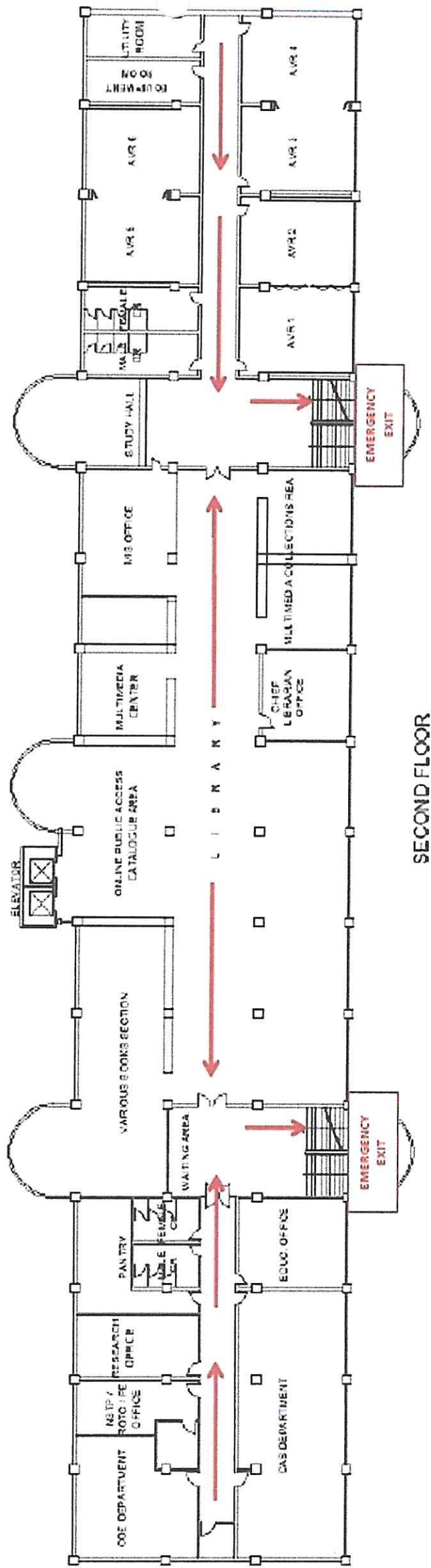
Prepared by:

Karen V. Arguelles, CE, MSCM
Building Administrator
Pamantasan ng Lungsod ng Pasig

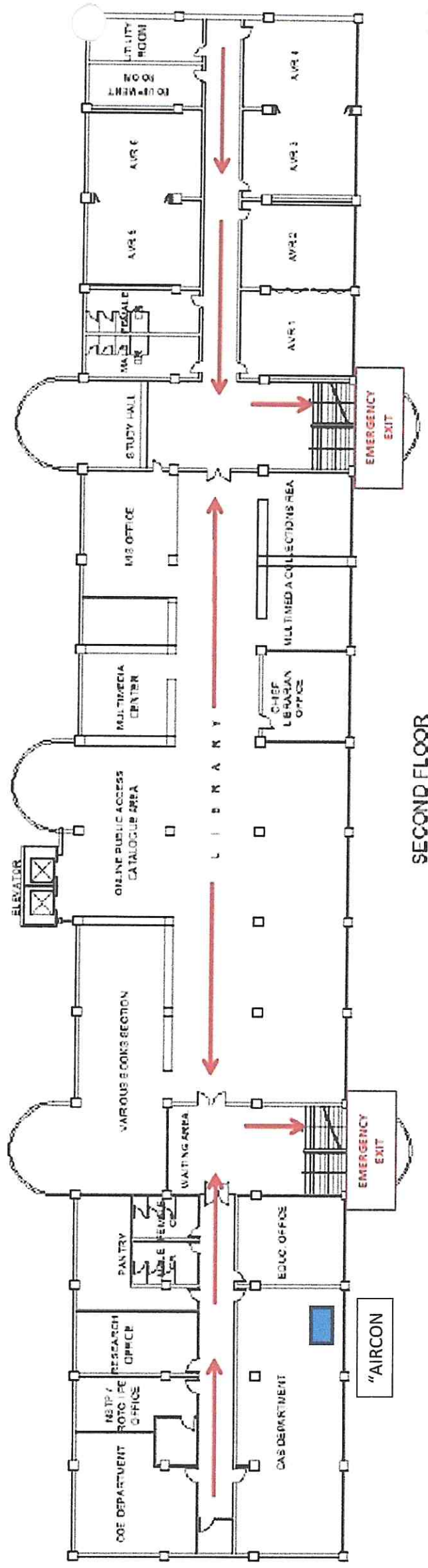


GROUND FLOOR

Floor Plan for Additional 1 unit Floor Mounted 4HP 3 TR at Ground Floor Function Room



Floor Plan for Additional 1 unit Floor Mounted 4HP 3 TR at 2ND FloorGSO Office (Previous AVR1 and AVR 2)



Floor Plan for Additional 1 unit Floor Mounted 4HP 3 TR at 2ND FloorGSO Office (Previous CAS Department)

Floor Plan for Additional 1 unit Floor Mounted 4HP 3 TR at 6th Floor Network Laboratory and Hardware Laboratory

