



REQUEST FOR QUOTATION

Date: 23 August 2023
RFQ No.: 100-23-08-1911

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 and Delivery of Various Sports Materials for Pasig City Government Employee Sports Fest 2023 – Human Resource Development Office** with an Approved Budget for the Contract (ABC) of **Php 576,500.00**, 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 each total Cost per Item and/or 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	Sports Fest 2023 Sports Materials, - 1) Basketball Ball * FIBA Approved premium composite leather * Nylon wound butyl bladder * Size 7 (29.5 inches) * Indoor-outdoor 30 pcs. x P4,200.00 = P126,000.00 - 2) Volleyball BALL * FIBV Approved * Polyurethane leather * 65-67 cm in circumference; weight 260-280 gms * Composite dimpled cover 30 pcs. x P5,400.00 = P162,000.00 - 3) Shuttlecock * BWF approved * Made of "A" grade feather * Color: White * Usage: Tournament		1	lot	576,500.00	576,500.00		

<ul style="list-style-type: none"> * 12 pieces per tube 20 tubesvx P1,200.00 = P24,000.00 - 4) Chess Board <ul style="list-style-type: none"> * Eureka style, competition * Vinyl Chess mat with atleast 20x20 inch size * With 32 pcs. Chess set * One (1) Bag 10 sets x P600.00 = P6,000.00 - 5) Chess Clock <ul style="list-style-type: none"> * Digital chess clock * Size 7.5" long, 4" wide, 2" high * Batteries included * FIDE approved 10 pcs. x P3,550.00 = P35,500.00 - 6) Dart Board <ul style="list-style-type: none"> * Original Bristle Diamond Wire Dartboard * 18 inch Professional 25 pcs. x P3,700.00 = P92,500.00 - 7) Dart Pins <ul style="list-style-type: none"> * Tournament quality dart pins (brass) * Pack of 3 100 packs x P700.00 = P70,000.00 - 8) Dart Scoreboard <ul style="list-style-type: none"> * Official dart scoreboard * Dimension: W-16" x H-24" chalkboard 20 pcs. x P500.00 = P10,000.00 - 9) Stopwatch <ul style="list-style-type: none"> * Large three-row display * Measures up to 10 hours in 1/100seconds * Up to 100 split times and lap times * Accumulated elapsed time/lap time in progress, split time and lap time are displayed at the same time in separate rows * Up to 100 measurements can be stored in memory and they can be recalled * Year, month, date, hour, minutes and seconds can be displayed * Lithium battery CR2032 or equivalent * Water resistant 10 pcs. x P3,300.00 = P33,000.00 							
---	--	--	--	--	--	--	--

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

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

	<p>10) Whistle * Pea-less whistle with adjustable lanyard * Made with polycarbonate plastic material * Strong immediate sound with thick and sharp high pitch 10 pcs. x P350.00 = P3,500.00</p> <p>- 11) Electronic Starter Gun * Track and field starting pistol * Weight: 700g 1 pc. x P9,000.00 = P9,000.00</p> <p>- 12) Measuring Tape * 100M x 12.5mm fiberglass 5 pcs. x P1,000.00 = P5,000.00</p> <p>GRAND TOTAL = P576,500.00</p> <p>SEE ATTACHED TERMS OF REFERENCE</p>					
Note: Other terms and conditions are stipulated in the attached Terms of Reference, if any.		Total	576,500.00			
DELIVERY TERM: Please refer to the Terms of Reference.						

**Indicate the BRAND NAME or MANUFACTURER NAME and the specific MODEL to be offered or attach a BROCHURE for the offered item; items including but not limited to clothing, vehicle, 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.

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

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

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].*

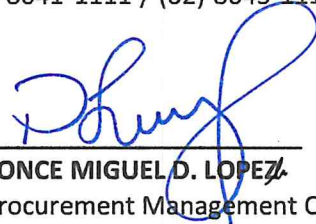
If the Supplier is not the Manufacturer, a certification from the Manufacturer that the supplier is an authorized distributor/dealer of the products/items.

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.

The CITY GOVERNMENT OF PASIG reserves the right to reject any and all bids, declare a failure of bidding, or not award the contract at any time prior to contract award in accordance with Sections 35.6 and 41 of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected bidder or bidders.

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, its Terms of Reference, and Bid Bulletin/s, 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



TERMS OF REFERENCE

**Procurement of Various Sports Materials for
Pasig City Government Employees' Sports Fest 2023**

<p>Procurement of Various Sports Materials for Pasig City Government Employees' Sports Fest 2023</p>	<p>Minimum Requirements</p>																	
<p>1. Estimated Budget</p>	<p>P 576,500</p>																	
<p>2. Scope</p>	<p>Delivery of Various Sports Materials</p> <table border="1" data-bbox="553 943 1373 2274"> <thead> <tr> <th data-bbox="553 943 704 983">Quantity</th> <th data-bbox="704 943 1373 983">Description</th> </tr> </thead> <tbody> <tr> <td data-bbox="553 983 704 1204">30 pcs</td> <td data-bbox="704 983 1373 1204"> <p>Basketball ball</p> <ul style="list-style-type: none"> • FIBA approved premium composite leather (with certification) • Nylon wound butyl bladder • Size 7 (29.5 inches) • Indoor-outdoor </td> </tr> <tr> <td data-bbox="553 1204 704 1427">30 pcs</td> <td data-bbox="704 1204 1373 1427"> <p>Volleyball ball</p> <ul style="list-style-type: none"> • FIBV approved (with certification) • Polyurethane leather • 65-67 cm in circumference; weigh 260-280 gms • Composite dimpled cover </td> </tr> <tr> <td data-bbox="553 1427 704 1650">20 tubes</td> <td data-bbox="704 1427 1373 1650"> <p>Shuttlecock</p> <ul style="list-style-type: none"> • BWF approved (with certification) • Made of "A" grade feather • Color: White • Usage: Tournament • 12 pieces per tube </td> </tr> <tr> <td data-bbox="553 1650 704 1841">10 sets</td> <td data-bbox="704 1650 1373 1841"> <p>Chess Board</p> <ul style="list-style-type: none"> • Eureka style, competition • Vinyl Chess mat with atleast 20x20 inch size • With 32 pcs. Chess set and • One (1) bag </td> </tr> <tr> <td data-bbox="553 1841 704 2032">10 pcs</td> <td data-bbox="704 1841 1373 2032"> <p>Chess Clock</p> <ul style="list-style-type: none"> • Digital chess clock • Size 7.5" long, 4" wide, 2" high • Batteries included • FIDE approved </td> </tr> <tr> <td data-bbox="553 2032 704 2139">25 pcs</td> <td data-bbox="704 2032 1373 2139"> <p>Dart Board</p> <ul style="list-style-type: none"> • Original Bristle Diamond Wire Dartboard • 18 Inch Professional </td> </tr> <tr> <td data-bbox="553 2139 704 2274">100 packs</td> <td data-bbox="704 2139 1373 2274"> <p>Dart Pins</p> <ul style="list-style-type: none"> • Tournament quality dart pins (brass) • Pack of 3 </td> </tr> </tbody> </table>		Quantity	Description	30 pcs	<p>Basketball ball</p> <ul style="list-style-type: none"> • FIBA approved premium composite leather (with certification) • Nylon wound butyl bladder • Size 7 (29.5 inches) • Indoor-outdoor 	30 pcs	<p>Volleyball ball</p> <ul style="list-style-type: none"> • FIBV approved (with certification) • Polyurethane leather • 65-67 cm in circumference; weigh 260-280 gms • Composite dimpled cover 	20 tubes	<p>Shuttlecock</p> <ul style="list-style-type: none"> • BWF approved (with certification) • Made of "A" grade feather • Color: White • Usage: Tournament • 12 pieces per tube 	10 sets	<p>Chess Board</p> <ul style="list-style-type: none"> • Eureka style, competition • Vinyl Chess mat with atleast 20x20 inch size • With 32 pcs. Chess set and • One (1) bag 	10 pcs	<p>Chess Clock</p> <ul style="list-style-type: none"> • Digital chess clock • Size 7.5" long, 4" wide, 2" high • Batteries included • FIDE approved 	25 pcs	<p>Dart Board</p> <ul style="list-style-type: none"> • Original Bristle Diamond Wire Dartboard • 18 Inch Professional 	100 packs	<p>Dart Pins</p> <ul style="list-style-type: none"> • Tournament quality dart pins (brass) • Pack of 3
Quantity	Description																	
30 pcs	<p>Basketball ball</p> <ul style="list-style-type: none"> • FIBA approved premium composite leather (with certification) • Nylon wound butyl bladder • Size 7 (29.5 inches) • Indoor-outdoor 																	
30 pcs	<p>Volleyball ball</p> <ul style="list-style-type: none"> • FIBV approved (with certification) • Polyurethane leather • 65-67 cm in circumference; weigh 260-280 gms • Composite dimpled cover 																	
20 tubes	<p>Shuttlecock</p> <ul style="list-style-type: none"> • BWF approved (with certification) • Made of "A" grade feather • Color: White • Usage: Tournament • 12 pieces per tube 																	
10 sets	<p>Chess Board</p> <ul style="list-style-type: none"> • Eureka style, competition • Vinyl Chess mat with atleast 20x20 inch size • With 32 pcs. Chess set and • One (1) bag 																	
10 pcs	<p>Chess Clock</p> <ul style="list-style-type: none"> • Digital chess clock • Size 7.5" long, 4" wide, 2" high • Batteries included • FIDE approved 																	
25 pcs	<p>Dart Board</p> <ul style="list-style-type: none"> • Original Bristle Diamond Wire Dartboard • 18 Inch Professional 																	
100 packs	<p>Dart Pins</p> <ul style="list-style-type: none"> • Tournament quality dart pins (brass) • Pack of 3 																	





	20 pcs	Dart Scoreboard <ul style="list-style-type: none"> • Official dart scoreboard • Dimension W- 16" x H- 24" chalkboard
	10 pcs	Stopwatch <ul style="list-style-type: none"> • Large three-row display • Measures up to 10 hours in 1/100seconds • Up to 100 split times and lap times • Accumulated elapsed time/lap time in progress, split time and lap time are displayed at the same time in separate rows • Up to 100 measurements can be stored in memory, and they can be recalled • Year, month, date, hour, minutes and seconds can be displayed • Lithium battery CR2032 or equivalent • Water resistant
	10 pcs	Whistle <ul style="list-style-type: none"> • Pea-less whistle with adjustable lanyard • Made with polycarbonate plastic material • Strong immediate sound with thick and sharp high pitch
	1 pc	Electronic Starter Gun <ul style="list-style-type: none"> • Track and field starting pistol • Weight: 700g
	5 pcs	Measuring tape <ul style="list-style-type: none"> • 100M x 12.5mm, fiberglass
1. Delivery	Delivery of sports materials shall be within 30 days from the date of Notice to proceed	
2. Payment	One-time payment shall be made upon the issuance by the HRDO of the Certificate of Acceptance of the items.	
3. Cost Breakdown	Sports Materials : P 576,500	

Prepared by:

ELVIRA R. FLORES, MNSA, CESE

City Human Resource Development Officer